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ABSTRACT

This catalog is intended primarily for the use of training officers in need of prescribing basic learning programs for use by educationally disadvantaged employees, such as high school dropouts, returning veterans lacking specific academic skills, and virtually anyone with limited educational skills. In addition to academic skills, the catalog also includes skills that will enable trainees to acquire the behavior necessary to succeed and advance in the working environment. It also lists programs offering insight into everyday problems faced by the consumer or buyer. The core areas of Reading, Language Arts, and Mathematics are included, as are World of Work and Consumer Education programs. (Author/DB)

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CATALOG OF BASIC EDUCATION SYSTEMS

U.S. CIVIL SERVICE COMMISSION

Bureau of Training
Training Systems and
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INTRODUCTION

Purpose of the Catalog

This catalog is intended primarily for the use of training officers in need of prescribing basic learning programs for use by educationally disadvantaged employees such as high school dropouts, returning veterans lacking specific academic skills, and virtually anyone with limited educational skills. The catalog emphasizes instructional systems that are considered basic for trainees who need additional skills to increase productivity in the entry job, to increase readiness for promotion, and/or to enter a high school equivalency course. In this catalog "instructional system" means a single package of educational materials covering an entire subject matter or a large block of behavior. For example, a total reading program covering two or more grade levels is considered an instructional system.

In addition to academic skills, the catalog also includes skills that will enable trainees to acquire the behavior necessary to succeed and advance in the working environment. It also lists programs offering insight into everyday problems faced by the consumer or buyer. The catalog, therefore, is a select listing of educational material that meets the special needs of persons with limited education and skills who are employed by Federal agencies and who seek advancement and upward mobility.

The core areas of Reading, Language Arts, and Mathematics are included to provide trainees with basic education skills. World of Work and Consumer Education programs are included for the purpose of helping trainees understand and deal with practical job problems and consumer-oriented situations.

Basis for Selection

Upon requesting information from publishers covering basic education systems, programs were identified, analyzed, and described according to specific criteria. (See the Glossary.) A number of factors—purpose of program, entry level, readability, reader orientation, format, and others—were analyzed in order to select programs to meet the needs of the target population. If, for example, a program began on a level above the sixth grade (6.9), it was withdrawn from consideration on the basis that its readability extended beyond the immediate needs of the target population. On the other hand, if it did not seem geared to hold the interest of at least a 16- or 17-year-old, it was also eliminated. If a program required a maximum amount of instructor supervision and at the same time did not have provisions for objective measurement of student progress, it was not considered an instructional system and was therefore excluded.

In the selection of Reading programs, the concern was for comprehension, speed, phonics, decoding, and vocabulary skills. Consideration was given only to programs covering more than one skill and more than one grade level.

In the selection of Language Arts programs, only those emphasizing grammar, spelling, vocabulary, composition, and listening skills were considered. The programs chosen covered at least one skill or more than one grade level in addition to meeting the other requirements of an instructional system.

In selecting Mathematics programs, the selections were limited to those having practical, everyday applications such as practice with computations including whole numbers, fractions, decimals, and percents. In some instances more advanced skills such as equalities, graphs, sets, and elementary geometry were also included if they were an extension of a more basic program.

Because only a minimal number of programs in the World of Work and Consumer Education categories actually constituted a system, mere emphasis in these skills was the principal consideration.

In selecting World of Work programs, the concern was with job attitudes rather than job descriptions. As special-needs trainees often have behavior patterns scorned by the working world, programs were sought to help make these trainees aware of acceptable standards and enable them to evaluate their own behavior in terms of those standards.

In selecting Consumer Education programs (as with World of Work), emphasis was on practical and easily readable material concerned with real world situations. This included information necessary for management of personal finances, for securing loans, for borrowing money, for functioning effectively as a consumer, and for building financial security for oneself and one's family.

Design of the Catalog

The catalog is divided into two main parts—the INTRODUCTION and the PROGRAM LISTINGS. The INTRODUCTION contains sections on the purpose of the catalog, the basis for program selection, and how to use the catalog.

The PROGRAM LISTINGS contain descriptions of programs, grouped by subject area in the following order.

READING	
LANGUAGE ARTS	(Includes programs covering both reading and language skills.)
MATHEMATICS	(Does not include consumer-oriented math programs. These are listed under MULTI-SUBJECT.)
WORLD OF WORK	
CONSUMER EDUCATION	
MULTI-SUBJECT	(Covers programs dealing with two or more of the above subject areas.)

Within each subject area, programs are listed alphabetically by publisher. When a publisher has more than one program in the same subject, the program beginning at the lower grade level appears first. Each program is described according to the terms found in the following glossary.

GLOSSARY

Program Selection and Description Criteria

COST:	All quoted prices are F.O.B., subject to change without notice, and represent list price. In some instances, the purchaser may qualify for a discount or net price.
ENTRY LEVEL:	Refers to the skills the student should have mastered before beginning the program. These skills may be described either in terms of the grade level the student should have completed in a subject or in terms of the particular behavioral skills he should have acquired before beginning a specific program. (*See also* READABILITY.) If placement tests are included in the program, they are described in this category.
FEEDBACK AND RECORD KEEPING:	Refers to any provisions made by the program for charting and/or evaluating the trainee's comprehension and progress. This includes progress and achievement tests.
FLEXIBILITY AND SUPERVISION:	Refers to whether the program is intended for individual, small group, or standard classroom use and to the extent of instruction or supervision required.
FORMAT:	Describes the kind of materials, how they are used, and what special equipment, if any, is required. Additional information of this nature may be included under COST.
PURPOSE:	Refers to the goals or objectives of the program and the skills being taught as well as the level at which trainees should master the specific skills. In some cases only the skills the trainees should acquire are described.
PUBLISHER:	Refers to the manufacturer, producer, or other supplier.
READABILITY:	Describes the program in terms of how difficult it is to read according to grade level. It is possible for entry level skills to be different from readability. In a math program the trainee may have mastered specific skills up to a 5.0 grade level, but the program he is using to increase those skills may require only that he be able to read on a 3.0 grade level. (*See also* ENTRY LEVEL.) Readability is not applicable for all programs since some are aural.
READER ORIENTATION:	Specifies whether the program is designed for use by a particular type of individual. If it seems to appeal to a particular group, this fact is indicated. In addition, it refers to the age group—either young or mature adult, or both—for whom the program is intended. (A young adult is here defined as a person between the ages of 15 and 21.)
RELATED MATERIALS:	A description of these items appears when appropriate.
REMEDIATION:	Refers to provisions made within the program for assisting trainees who have not successfully completed either the entire program or portions of it. This may consist of materials already covered or supplementary materials.
SUBJECT MATTER:	Describes the main subjects being taught. These include Language Arts skills (spelling, listening skills, speaking, writing, etc.), Mathematics, Reading, World of Work, and Consumer Education. Specific skills within each major area may also be listed.

TIME TO COMPLETE:	Refers to the approximate number of hours required to complete a program. Since placement within a program varies widely with individuals, the approximate time per lesson is given when available. Because of wide variation in working speed, time can only be approximated.
TITLE:	The name of the program or system designated by the publisher.
VALIDATION:	Whenever possible, analytical or case studies are described. Data is given in terms of grade level improvements made by students who have completed the program. When extensive validation studies have been carried out, the reader is directed to contact the publisher for the results.

Additional Terms

ACHIEVEMENT TEST:	A test that measures a student's progress
BLEND:	Two or more successive consonant letters that combine to form a mixture of the individual sounds, i.e., *sn, sm*
CARTRIDGE:	A film or tape packet that can be inserted in a projector without threading
CASSETTE:	A type of tape packet designed for use with a tape machine
CONSUMABLE:	Materials in which students write and which consequently cannot be reused by other students
CONTEXTUAL CLUES:	The content of a passage that helps to define unfamiliar words
DECODING:	The ability to attach sound to varying combinations of letters and the ability to blend those sounds into meaningful words
DIAGNOSTIC TEST:	A test that pinpoints specific student deficiencies
DIGRAPH:	Two letters together that form a single sound, i.e., *ch, sh*
DUPLICATING MASTER:	A sheet of information from which multiple copies can be made
FILM LOOP:	A sound or silent motion picture film, usually in cartridge form, that repeats itself without rewinding
FILMSTRIP:	A series of connected individual 35mm transparencies designed for still projection
FILMSTRIP PROJECTOR:	A projector that allows for automatic frame-by-frame study. It can be in either silent format or with tapes, cassettes, or records for sound accompaniment.
FUNCTIONAL ILLITERACY:	Inability to read or write well enough to meet the needs of adult life (or below 3.0 grade level)
MASK:	A device for concealing answers in text
MODULE:	Any unit of learning
MULTIMEDIA:	Instruction that uses a variety of media: filmstrips, records, tape recordings, books, and others

MULTIMODAL:	Instruction that helps students use a learning style best suited to their own needs: hearing-speaking, seeing-speaking, feeling objects, and others
NONCONSUMABLE:	A text that can be reused by many students
PLACEMENT TEST:	A test, usually accompanying a program, that indicates the level at which the student should begin working in that program
PROGRAMMED MATERIALS:	Self-paced instructional materials organized in small learning units. Students using these materials make frequent responses to the learning units and receive immediate verification of each response.
STRUCTURAL ANALYSIS:	The study of how words are put together, may include prefixes, suffixes, compound words
TACHISTOSCOPE:	A type of filmstrip projector used mainly for improvement in reading speed

How to Use the Catalog

SET OBJECTIVES

In selecting programs for use from this catalog, the trainer is urged not to begin selecting and ordering programs without first making a careful analysis of his objectives, his trainees, and his resources. Using such an approach, identified as the "instructional systems approach," requires knowing what is desired and *then* selecting programs which will provide what is needed in order to successfully fulfill the predetermined objectives. Objectives should state exactly what the trainee should be able to do as a result of training. They are established with reference to the needs of the trainees and the performance goals and behavioral objectives necessary for job proficiency. (The subject of establishing the need for training, which is a prerequisite to setting objectives, is not being dealt with here. For the purpose of this catalog, this has already been assumed as it is designed for employees with limited education and skills. Training is needed for such entry-level employees and to upgrade such lower-level employees.)

IDENTIFY TRAINEE CHARACTERISTICS

There are two essential factors which should be known about employees entering a training program—background and ability. Information on background should include the trainee's age group and socio-economic factors. This information will establish the special interests and needs of the trainees and help the trainer select programs on this basis. The ability of a trainee must be known in order to select a program at an appropriate level. Performance records and personal evaluation will give some indication of ability. Since little information will be available on the target population on scholastic achievement or reading levels, diagnostic testing is recommended to determine particular skills and knowledges of trainees.

Need for a Diagnostic Test Evaluations and testing usually reveal the special needs of trainees possessing a wide variety of intelligence and ability; however, these same trainees frequently share a number of deficiencies and needs. In order to place the student at the correct point of entry in a program, the trainer must be aware of each trainee's ability in such key areas as reading, language skills, and basic mathematics.

Obtaining Diagnostic Test Materials Diagnostic instruments are normally controlled by test publishers so that proper purchase and use of test materials is by qualified professionals only. Users are encouraged to seek out the professional assistance needed to select the instrument relevant to their need.

Selecting and Administering Diagnostic Tests The following are some of the more important considerations in selecting and administering a diagnostic test. Do not administer any test written in English to trainees who cannot speak, read, or write English.

Before administering any test, the trainer should carefully read the instructor manual accompanying the test and the test itself. Once he has become thoroughly familiar with the test, he should select the one that best meets his needs. Some of the questions the trainer should ask himself before selecting a test are listed below.

1. Which test is easiest to administer? This includes directions to be read to the trainees, equipment needed by the trainees to answer test questions, the amount of time to administer the test, and possibly even the amount of testing space in accordance with the number of trainees being tested.
2. Which test is easiest to grade? Some tests can be sent away to be machine scored; however, it will often be necessary for the instructor to grade the test himself.
3. Which test is easiest for the trainees to take in terms of format? Often the older person or the young adult who has not completed school has never taken a test that requires him to mark on an IBM sheet. This should be taken into consideration.

Once a test has been selected, the trainer should make sure that he has all the equipment ready to administer the test. Instructions in the test manual should be followed carefully when he administers the test.

After the test has been administered and scored, the trainer should convert the raw scores to grade level scores. Again, the test manuals give specific instructions on how to do this. These instructions should be followed carefully and results should be checked to make sure that the grade level is correct.

When the test scores for arithmetic, reading, spelling, and vocabulary have each been converted to grade level scores, the trainer will be ready to use these as a guide to selecting the materials in the catalog. Several of the programs listed have their own diagnostic tests, and these can be further used to determine the trainee's placement within a program.

Using Test Grade Level Scores Assume that grade level scores from the diagnostic test for a particular trainee are as follows:

Mathematics:	4.0
Reading:	5.0
Vocabulary:	5.0
Spelling:	3.0

Your trainee requires improvement in reading and mathematics skills. Look first at the reading section of the catalog, checking the readability and entry level categories for each program listed. To improve the trainee's reading comprehension and vocabulary development, you may select any program that requires 5.0 grade level entry skills and which begins with a readability level of 5.0 or below. The readability level will also indicate how high a reading level the student may attain when he completes the program.

To select a mathematics program, refer to the mathematics section of the catalog, again checking entry level and readability scores. You may select any program that indicates a mathematics entry level of 4.0 and a readability level of 5.0 or below.

Additional Criteria In addition to setting objectives and identifying trainee characteristics, other factors, all interrelated, need to be assessed. One factor to consider is the *total number of trainees* in need of training and the specific areas and grade levels in which the training is most needed. This will affect the amount of space needed and the number of trainees working on a given program. Besides the number of trainees also consider the *amount of trainee time* available for training. This could vary from a few hours a week to full time training.

Physical facilities is another factor to consider. This will determine the number of trainees that can be accommodated at a given time and the equipment that can be facilitated. When ordering materials that require projectors, tape recorders, etc., it will be necessary to have a number of outlets in the room.

The *cost* of the program must be considered. If there are only a few trainees in need of training, then it is possible that the individualized, self-instructional worktextbooks would cost less. When there are a large number of trainees, the expensive multiple-student programs could cost less per student.

Also to be considered is the *availability of training personnel* either to serve as full-time teachers or administrators of programs. The availability of such personnel and their expertise will determine whether programs requiring a full-time teacher or those self-instructional programs requiring little supervision are selected.

Selecting Programs Once the trainer has set objectives, identified trainee characteristics and assessed his resources, he is ready to proceed with the next step of the instructional systems approach—selecting a program to achieve his objectives.

The trainer should now turn to the program listings and identify the appropriate subject area. He should then read the program descriptions, matching the specifications of the programs to his requirements. As Robert Mager stated in his *Preparing Instructional Objectives*, "A builder does not select his materials or specify a schedule for construction until he has his blueprints (objectives) before him." (Robert F. Mager, *Preparing Instructional Objectives.* Fearon Publishers, Palo Alto, California: 1962, p. 3.) Factors to look for include: compatibility of purpose with training objectives and similarity of trainee characteristics with Reader Orientation, Entry Level, and Readability. Also consider cost, the number of students who can use the program at any given time, special equipment needed in order to use the program, instructor time required, length of program, and other factors affecting the use of the program. Some program descriptions may contain information on validation data, which would give evidence to assure that students have learned from the program.

Perhaps more than one program appears capable of doing the job. In that case, it is probably wise to contact each of the publishers and request additional information. They may send you the material on an approval basis or have a local representative demonstrate it for you. In either instance you will be furnished with enough additional input to make a proper selection.

Each of the programs listed in this catalog is commendable in its own right. Implementation of the approach outlined in this *How to Use the Catalog* section will assure that you select the program best suited to your needs.

READING

TITLE: **READING DEVELOPMENT**

PUBLISHER: Addison-Wesley Publishing Co., Inc., Sand Hill Rd., Menlo Park, Calif. 94025

SUBJECT MATTER: Reading: word attack, comprehension, and critical thinking

PURPOSE: To develop independent readers. Through practice of a variety of word-attack, comprehension, and critical-thinking skills, student should attain at least 7.0 grade level.

ENTRY LEVEL:
Kit A: 1st-grade reading skills
Kit B: 4th-grade reading skills
Kit C: 7th-grade reading skills
The Informal Reading Development Inventory is used to place the student in the program.

READABILITY: Ranges from grade levels 1.75 to 10.0

READER ORIENTATION: Young and mature adults

FORMAT: Packaged in three kits. Each kit contains from 65 to 80 four-page reusable student cards, 30 copies of the Reading Development Progress Record, 30 copies each of two forms of both the Informal Reading Development Inventory and Instructor's Manual. The first five cards in each kit are preparatory units providing instruction and review of basic reading and thinking skills. Each of the remaining cards has a "Getting Ready" section followed by a short story or article. Two sets of exercises at the end of each reading selection give the student practice in word-attack and comprehension skills. Content of the stories is widely varied, including articles on such subjects as health, safety, occupations, and law.

FEEDBACK AND RECORD KEEPING: The student keeps a record of his own progress. In addition, he checks his own answers to each exercise. The second form of the Informal Reading Development Inventory provides achievement information when student completes a kit.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: The program is individualized and self-teaching. Guidance is required for introducing the program, providing individualized assistance, and administering and evaluating placement and achievement tests.

TIME TO COMPLETE: Approximately 30 to 45 minutes for each lesson, varying with the individual

VALIDATION: Not available

COST:
Complete Kit . . . . $ 48.00
Replacement items:
  Reading Development Progress Record (set of 10) 3.00
  Informal Reading Development Inventory (pkg/20, 10 of each form) 9.00

AVAILABILITY: Immediate from publisher

TITLE: **THE MOTT BASIC LANGUAGE SKILLS PROGRAM**

PUBLISHER: Allied Education Council, Galien, Mich. 49113

SUBJECT MATTER: Language Arts, Reading, Consumer Education, World of Work

(See Multi-Subject section.)

TITLE: **SULLIVAN READING PROGRAM**

PUBLISHER: Behavioral Research Laboratories, Ladera Professional Center, Box 577, Palo Alto, Calif. 94302

SUBJECT MATTER: Reading: comprehension, decoding, and spelling

PURPOSE: Development of spelling, reading-decoding, and comprehension skills from 0.0 to 8.0 grade levels

ENTRY LEVEL: Ranges from 0.0 to 7.0 levels in decoding and reading comprehension. Placement examination is used to determine level at which student should enter program.

READABILITY: Ranges from grade levels 0.0 to 8.0

READER ORIENTATION: Young and mature adults, bilingual students, and students who do not speak English adequately

FORMAT: Twenty-one paperbound reusable textbooks divided into five different series, 28 independent reading books (available in either hard or soft cover), five test booklets, and five teacher's manuals. Programmed textbooks 1-16 are accompanied by 16 audio tapes. Ten audio tapes accompany the readers. In addition, a Class Record Book is available in which the teacher can maintain progress records for up to 40 students.

FEEDBACK AND RECORD KEEPING: The student is provided with immediate verification for each response. Program contains review tests within each text and tests to be administered upon completion of each text. The teacher maintains a record of scores and daily progress.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Student works individually, completing each text at his own pace. Instructor is required to teach students how to use the program, to administer and score tests, and to provide individual assistance.

TIME TO COMPLETE: Approximately 4 to 5 hours for each textbook

VALIDATION: Not available

COST: Texts:

Textbooks (each)	$ 1.49
Teacher's Manual (each)	.99
Test Booklets (each)	.49
Soft-cover Readers (each)	.99
Hard-cover Readers (each)	1.99
Placement Examination (entire program)	.49

	Tapes (3¾ ips):	
	8 tapes for textbooks 1-8	$ 149.96
	4 tapes for readers 1-8	74.98
	4 tapes for readers 1A-8A	74.98
	4 tapes for readers 1B-8B	74.98
	8 tapes for textbooks 9-16	149.96
	2 tapes for readers 9-12	37.49
	Class Record Book	.49
AVAILABILITY:	Immediate from publisher	

TITLE:	**THE HIGH SCHOOL AND ADULT BASIC READING LABORATORY B**
PUBLISHER:	Behavioral Research Laboratories, Ladera Professional Center, Box 577, Palo Alto, Calif. 94302
SUBJECT MATTER:	Reading: comprehension and decoding
PURPOSE:	To develop reading-decoding and comprehension skills to an 8.0 grade level
ENTRY LEVEL:	Students who have been exposed to but have not mastered the most basic reading skills. Reading-readiness tests are used to place students in the program.
READABILITY:	Ranges from grade levels 0.0 to 8.0
READER ORIENTATION:	Young and mature adults
FORMAT:	A series of programmed, consumable, paperbound textbooks, supplementary readers based on vocabulary learned in the texts, consumable test booklets, teacher's manuals, 16 tapes to accompany the first 16 texts, 14 tapes to accompany the supplementary readers, and four reading-readiness tests. This package is designed for 100 students.
FEEDBACK AND RECORD KEEPING:	The student receives immediate verification of each response. Instructor-evaluated tests within each book and those used after the completion of each book provide additional sources of evaluation.
REMEDIATION:	The Laboratory is designed so that students can progress through the program only upon satisfactory completion of all preceding material.
FLEXIBILITY AND SUPERVISION:	Suitable for individualized or group instructional situations. An instructor is required for teaching students how to use the texts, for individualized guidance, for administering tests, and for evaluating student progress.
TIME TO COMPLETE:	Approximately 4 to 5 hours for each programmed text
VALIDATION:	Not available
COST:	Complete Laboratory . . . . $1,995.95 [Materials in the kit may be purchased separately. Contact the publisher for additional information.]
AVAILABILITY:	Immediate from publisher

TITLE: **WHY WORK SERIES**

PUBLISHER: Behavioral Research Laboratories, Ladera Professional Center, Box 577, Palo Alto, Calif. 94302

SUBJECT MATTER: Reading, World of Work

(See Multi-Subject section.)

TITLE: **LESSONS FOR SELF-INSTRUCTION IN BASIC SKILLS: READING COMPREHENSION**

PUBLISHER: California Test Bureau/McGraw-Hill, Del Monte Research Park, Monterey, Calif. 93940

SUBJECT MATTER: Reading: comprehension, following directions, and reference skills

PURPOSE: Student should attain junior-high reading level in following directions, reference skills, and interpretive reading.

ENTRY LEVEL:
3rd- to 4th-grade reading level for Booklets A-B
5th- to 6th-grade reading level for Booklets C-D
7th- to 8th-grade reading level for Booklets E-F
9th-grade reading level for Booklet G
Skill level of students should be determined before purchasing material since kit is available in two forms: a junior assortment containing additional booklets for groups A-D, and a senior assortment containing additional booklets for groups E-G.

READABILITY: Ranges from grade levels 3.0 to 9.0

READER ORIENTATION: Young adults

FORMAT: Thirty-six skill booklets, 196 student record sheets, and one manual for teachers. There are 16 different programmed skill booklets, four at each of four different levels. The student uses the student record sheet for keeping his place, plotting his progress, and writing original answers when necessary.

FEEDBACK AND RECORD KEEPING: The student is given immediate feedback as he progresses through each lesson. He keeps a record of his progress on the student record sheets.

REMEDIATION: When a student answers a question incorrectly, he is immediately provided with an explanation as to why his answer is incorrect, additional explanations, and the opportunity to select the correct response.

FLEXIBILITY AND SUPERVISION: The kit can be used on an individualized basis by groups of four or less working on the same level with a minimum of supervision.

TIME TO COMPLETE: About 14 to 20 hours

VALIDATION: Not available

COST:

Complete Kit	$ 53.00
Manual for Teachers	.75
Additional Student Record Sheets (pkg/25)	1.25

[One Student Record Sheet free with each booklet.]

AVAILABILITY: Immediate from publisher

TITLE:	**STEP BY STEP TO BETTER READING**
PUBLISHER:	Cenco Educational Aids, 4401 W. 26th St., Chicago, Ill. 60623
SUBJECT MATTER:	Reading: comprehension, phonetics
PURPOSE:	To develop basic sight-reading and writing skills for non-English-speaking or illiterate adults. Student can build his vocabulary to 500 words with this audio-visual program.
ENTRY LEVEL:	Assumes complete illiteracy but an elementary speaking knowledge of English
READABILITY:	Ranges from grade levels 0.0 to 2.0
READER ORIENTATION:	Young and mature adults
FORMAT:	Set of 50 filmstrips (to be used in any standard filmstrip projector), set of prerecorded tape cassettes (3¾ ips), set of 50 student worksheet pads (35 identical worksheets per pad), and a teacher's guide. Previous two lessons are reviewed before going on to next. A separate worksheet for each lesson provides additional reinforcement and practice on an individual basis.
FEEDBACK AND RECORD KEEPING:	Student's worksheet provides a permanent record of his work.
REMEDIATION:	Not specified
FLEXIBILITY AND SUPERVISION:	Can be used with groups of up to five students and requires the presence of a full-time instructor
TIME TO COMPLETE:	Approximately 75 hours
VALIDATION:	Not available
COST:	Complete Kit (not including hardware) . . . . $ 850.00
AVAILABILITY:	Immediate from publisher

TITLE:	**READING SKILLS DEVELOPMENT PROGRAM–ADULT EDITION**
PUBLISHER:	Cenco Educational Aids, 4401 W. 26th St., Chicago, Ill. 60623
SUBJECT MATTER:	Reading: vocabulary development, comprehension
PURPOSE:	To help the student who is unable to read beyond the 3rd-grade level develop reading skills to a 4.5 grade level. The student should increase his vocabulary to about 2,000 words.
ENTRY LEVEL:	A reading vocabulary of 300 to 400 words
READABILITY:	Ranges from grade levels 3.0 to 5.0
READER ORIENTATION:	Young and mature adults
FORMAT:	Program consists of the "You Can Read Better" workbook (Adult Edition), 14 lesson rolls, 1 teacher's manual, and a Reader Pacer. The workbook is the primary teaching tool, supplemented by the lesson rolls.

FEEDBACK AND RECORD KEEPING:	Comprehension exams following each of the stories give the student an immediate awareness of his progress.	
REMEDIATION:	The program is based on step-by-step progression, with each step testing and reviewing the previous one. If the student shows difficulty in comprehending the material, he is encouraged to do the lesson over.	
FLEXIBILITY AND SUPERVISION:	The program can be used for individual study as well as for group or class instruction. An instructor's presence is helpful but not essential.	
TIME TO COMPLETE:	14 to 20 hours	
VALIDATION:	Not available	
COST:	Entire Program, including Reader Pacer	$ 79.50
	Entire Program on Mylar	149.50
	Individual prices are as follows:	
	Reader Pacer	40.00
	Lesson rolls (set of 14)	30.00
	Student Workbook (pkg/10) (consumable)	39.50
	Instructor's Manual	1.50
	Dictionary	4.95
AVAILABILITY:	Immediate from publisher	

TITLE:	**PROJECTION READING FILMSTRIPS–GRADES 4, 5, 6**
PUBLISHER:	Cenco Educational Aids, 4401 W. 26th St., Chicago, Ill. 60623
SUBJECT MATTER:	Reading: vocabulary and comprehension
PURPOSE:	To develop vocabulary, build fluent reading, assure comprehension, and improve eye-span to a 6.0 grade level
ENTRY LEVEL:	4th-grade reading skills
READABILITY:	Ranges from grade levels 4.0 to 6.0
READER ORIENTATION:	Young adults
FORMAT:	A set of filmstrips containing 25 stories is provided for each grade level. A set of study guides (workbooks) contains directions for each reading task. The student can move freely between projected and printed material. The opportunity to review all the written material is provided through the correlated study guide.
FEEDBACK AND RECORD KEEPING:	After reading the selection using the Projection Reader, the student is directed to answer ten multiple-choice comprehension questions, including one "think" question. The "think" question requires the student to read between the lines of the story. A graph in the back of each workbook helps him chart his progress.
REMEDIATION:	Not specified
FLEXIBILITY AND SUPERVISION:	The program is designed for use by individual students using the Projection Reader.
TIME TO COMPLETE:	20 to 30 instructional hours for each grade level

VALIDATION: Not available

COST:

Filmstrips (3 sets of 25 @ $25.00 each)	$ 75.00
Study Guide (set of 3, one for each grade level)	1.60
Projection Reader	295.00
(Junior version)	250.00

AVAILABILITY: Immediate from publisher

TITLE: **PRE-HIGH SCHOOL READING SPEED IMPROVEMENT PROGRAM**

PUBLISHER: Cenco Educational Aids, 4401 W. 26th St., Chicago, Ill. 60623

SUBJECT MATTER: Reading: vocabulary improvement, reading speed, and reading comprehension

PURPOSE: To increase a student's vocabulary by 1,000 words and to improve reading speed from 150 to 450 words per minute. By concentrating on improving reading habits, the program increases student's reading ability from 5.1 to 9.2 grade level.

ENTRY LEVEL: 5th-grade reading skills

READABILITY: Ranges from grade levels 5.0 to 9.0

READER ORIENTATION: Young and mature adults

FORMAT: An individual student Reader Pacer, eight lesson rolls, a student workbook, and a teacher's guide. Blank lesson rolls are available for writing original programs. The workbook, consisting of word-building and comprehension tests, includes complete exercise sets for each lesson roll. Each set is further divided into exercises for each story. The word-building exercises list "key words" with instructions to look in the dictionary for correct definition, pronunciation, and use.

FEEDBACK AND RECORD KEEPING: Comprehension tests consists of factual, multiple-choice questions on each story. Word-building definitions and answers to all comprehension tests are included at the back of the book.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Recommended for individual use. Each student sets the Pacer himself. Once set, the Pacer is automatic. The teacher's guide enables classroom teachers and reading specialists to use the program in a group or classroom situation.

TIME TO COMPLETE: 8 hours for the program. Lessons should be repeated for maximum benefit.

VALIDATION: Not available

COST:

Reader Pacer	$ 40.00
Lesson rolls (set of 8)	16.00
Student Workbook (pkg/10)	5.00
Instructor's Manual	10.50
Blank lesson rolls (pkg/10)	7.00

AVAILABILITY: Immediate from publisher

TITLE: **THE REFRESHER PROGRAM OF THE MERRILL LINGUISTIC READERS**

PUBLISHER: Charles E. Merrill Publishing Co., 1300 Alum Creek Dr., Columbus, Ohio 43216

SUBJECT MATTER: Reading: word attack and comprehension

PURPOSE: To develop word-attack and reading comprehension skills through the 3.0 grade level

ENTRY LEVEL: Nonproficiency in basic reading skills

READABILITY: Ranges from grade levels 0.0 to 3.75

READER ORIENTATION: Young and mature adults who have not mastered elementary reading skills

FORMAT: Four cloth-bound textbooks based on a linguistic spelling-pattern approach, one teacher's guide containing information for introducing the materials, and tests to determine the student's reading level and specific problems.

FEEDBACK AND RECORD KEEPING: Student evaluates his own tests. Additional feedback is provided by the instructor.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Individualized or group instructional situations. Guidance is required.

TIME TO COMPLETE: Approximately 24 hours per text, varying with individual students

VALIDATION: Not available

COST:

Book A	$ 3.48
Book B	2.60
Book C	2.60
Book D	3.00
Teacher's Guide (free with 25 or more books)	2.00

AVAILABILITY: Immediate from publisher

TITLE: **BUILDING READING POWER**

PUBLISHER: Charles E. Merrill Publishing Co., 1300 Alum Creek Dr., Columbus, Ohio 43216

SUBJECT MATTER: Reading: word analysis, vocabulary improvement, and comprehension

PURPOSE: To increase reading comprehension skills to a 7.0 grade level through instruction in reading comprehension, structural analysis of words, and use of contextual clues in defining words

ENTRY LEVEL: 5th-grade reading skills

READABILITY: Ranges from grade levels 5.0 to 7.0

READER ORIENTATION: Young and mature adults

FORMAT: Each complete kit includes five copies of the following items: 15 different reusable programmed Study Booklets, 150 Response Sheets, five Masking Sheets, and one teacher's manual. Concepts in each of the three major skill areas become more difficult with each level. The program offers eight levels of contextual clues, two levels of structural analysis, and five levels of comprehension.

FEEDBACK AND RECORD KEEPING: The student is provided with immediate verification of each answer. Application exercises at the end of the programmed booklets provide achievement information.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Designed for individual use or with groups of five or less. Instructor is required to evaluate application exercises.

TIME TO COMPLETE: Approximately 45 to 60 minutes for each Study Booklet, varying with the individual

VALIDATION: Not available

COST: Complete Kit . . . . $ 40.00

AVAILABILITY: Immediate from publisher

TITLE: **NEW MODERN READING SKILLTEXT SERIES**

PUBLISHER: Charles E. Merrill Publishing Co., 1300 Alum Creek Dr., Columbus, Ohio 43216

SUBJECT MATTER: Reading: comprehension and structural analysis

PURPOSE: To develop through a 9.0 grade level [illegible] comprehension and structure; to develop the ability to recall facts, to analyze and draw conclusions, and to organize ideas

ENTRY LEVEL: Reading comprehension and vocabulary skills at a 6.0 grade level. A placement test is used to place the student in the program.

READABILITY: Ranges from grade levels 6.0 to 8.0

READER ORIENTATION: Young and mature adults

FORMAT: Three student text-workbooks and three teacher's editions of the student text. Each student text contains 36 to 42 articles, which are followed by exercises. The teacher's edition contains placement and achievement tests, answers to the exercises, and teaching suggestions. A series of instructional cassettes is available for each Skilltext, 18 for Book 1, 16 for Book 2, and 17 for Book 3.

FEEDBACK AND RECORD KEEPING: Teacher-evaluated exercises and achievement tests assess the student's progress, recorded on the Progress Record Chart.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: This program is designed for group instructional situations. Teacher supervision is required for presenting material and evaluating student progress.

TIME TO COMPLETE: Approximately 10 instructional hours for each book

VALIDATION: Not available

COST:

Books 1, 2, 3 (each)	$ 1.60
Teacher's Edition, Books 1, 2, 3 (each)	1.60
Cassettes for Book 1, Book 2, Book 3 (each set)	110.00

AVAILABILITY: Immediate from publisher

TITLE: **CRAIG READER PROGRAMS C, C-1, C-2, C-3, C-4, C-5**

PUBLISHER: Craig Corp., 921 W. Artesia Blvd., Compton, Calif. 90220

SUBJECT MATTER: Reading: comprehension and writing skills

PURPOSE: To improve reading and language skills and transfer those skills into writing areas; designed to move students from a reading grade level of 4.0 to 9.0

ENTRY LEVEL: 4th-grade reading skills

READABILITY: Ranges from grade levels 4.0 to 9.0

READER ORIENTATION: Young and mature adults

FORMAT: A series of six "America Grows" programs, prepared for use with a Craig Reader. Each set consists of workbooks, slides, and teacher's manuals. The Reader uses a rear-view projection screen to adjust the reading speed to each student's needs. For complete program contents, see COST.

FEEDBACK AND RECORD KEEPING: Comprehension checks follow every lesson. A student workbook accompanies each of the six programs and provides a permanent record of work.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: The program is highly individualized and requires only a minimum of supervision.

TIME TO COMPLETE: Approximately 90 hours at the rate of 45 minutes per lesson

VALIDATION: Numerous case studies are available from publisher.

COST:

C: "Fight for Independence" (4th-grade reading level; 20 lessons) (including teacher's manual, student workbook, student instructional tape, and 30 mounted Craig Slides)	$ 39.50
C-1: "The Westward Movement" (5th-grade reading level; 21 lessons) (including teacher's manual, combined student manual and workbook, and 32 mounted Craig Slides)	39.00
C-2: "The War Between the States" (6th-grade reading level; 20 lessons) (including teacher's manual, combined student manual and workbook, and 30 mounted Craig Slides)	36.50
C-3: "Building the Transcontinental" (7th-grade reading level; 23 lessons) (including teacher's manual, combined student manual and workbook, and 35 mounted Craig Slides)	42.50

C-4: "North to Alaska" (8th-grade reading level; 23 lessons) (including teacher's manual, combined student manual and workbook, and 30 mounted Craig Slides)	$ 36.50
C-5: "Alaskan Gold" (9th-grade reading level; 20 lessons) (including teacher's manual, combined student manual and workbook, and 40 mounted Craig Slides)	49.50
Craig Reader	249.50

AVAILABILITY: Immediate from publisher

TITLE: **CRAIG READING PROGRAM B**

PUBLISHER: Craig Corp., 921 W Artesia Blvd., Compton, Calif. 90220

SUBJECT MATTER: Reading: basic skills

PURPOSE: To develop interest in reading, improve habits of critical thinking, and increase reading efficiency

ENTRY LEVEL: 7th-grade reading level

READABILITY: Ranges from grade levels 7.0 to 9.0

READER ORIENTATION: Young adults

FORMAT: Twenty-four lessons with reading manuals, a workbook, tests, and 75 mounted Craig Slides. With the Craig Reader each student can progress at his own rate. The Reader uses a rear-view projection screen to adjust reading speed to each student's needs, allowing for a reading range of from 75 to more than 1,600 words per minute. Recommended as an extension of Craig Reading Program C through C-5. Reading skills are introduced in progressive difficulty with added emphasis placed on vocabulary, main idea, and supporting details.

FEEDBACK AND RECORD KEEPING: Provided by progress and achievement tests as well as the student's workbook

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Program is designed for individual use and requires a minimum of instructor supervision.

TIME TO COMPLETE: Approximately one hour for each of 24 lessons

VALIDATION: Numerous case studies are available from the publisher.

COST:

Complete Program	$ 89.50
Craig Reader	249.50

AVAILABILITY: Immediate from publisher

TITLE: **EDL LEARNING 100**

PUBLISHER: Educational Development Laboratories, Huntington, N.Y. 11744

SUBJECT MATTER: Language Arts: reading and communication skills

(See Language Arts section.)

TITLE: **AUDIO READING PROGRESS LABORATORY, LEVELS 4-6 AND 7-8**

PUBLISHER: Educational Progress Corp., 8538 E. 41st St., Tulsa, Okla. 74145

SUBJECT MATTER: Reading: comprehension, vocabulary, phonics, and study skills

PURPOSE: To develop ability to read new material within a reasonable period of time and demonstrate comprehension equivalent to an 8.0 grade level

ENTRY LEVEL: 4th-grade reading level: Intermediate Laboratory
7th-grade reading level: Upper Laboratory
Each laboratory contains diagnostic tests to determine where each pupil should be placed in the program.

READABILITY: Ranges from grade levels 2.0 to 10.0

READER ORIENTATION: Young and mature adults

FORMAT: The program consists of an intermediate laboratory and a teacher's guide. The Reading Progress books offer practice in reading and applying skills.

FEEDBACK AND RECORD KEEPING: Audio instruction features immediate knowledge of results. Evaluative tests measure each learner's advancement.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: The progress laboratory can be used in an individualized learning situation or correlated to a basic reading program for an entire class. Minimum supervision is required to administer lessons and check progress.

TIME TO COMPLETE: Approximately 70 to 90 instructional hours

VALIDATION: Not available

COST:

Complete Intermediate Laboratory for Grades 4-6:	
Open-reel tapes	$ 216.00
Cassette tapes	252.00
Separately for Each Grade:	
Open-reel tapes	80.00
Cassette tapes	93.00
Reading Progress Book	.65
Teacher's Guide	4.95

Complete Upper Laboratory for Grades 7-8:	
Open-reel tapes	$ 144.00
Cassette tapes	168.00
Separately for Each Grade:	
Open-reel tapes	80.00
Cassette tapes	93.00
Reading Progress Book	.65
Teacher's Guide	4.95

AVAILABILITY: Immediate from publisher

TITLE: **PATTERNS IN PHONICS II**

PUBLISHER: Electronic Futures, Inc., 57 Dodge Ave., North Haven, Conn. 06473

SUBJECT MATTER: Reading: decoding

PURPOSE: To teach the decoding skills. Upon completion, student will have learned the names of all capital and small letters, alphabetical order, commonly used digraphs, blends, and phonograms.

ENTRY LEVEL: Previous reading skills are not required.

READABILITY: Not applicable

READER ORIENTATION: Suitable for young adults from various cultural backgrounds

FORMAT: Five sets of audio flashcards intended for use with the EFI Audio Flashcard Reader. Each set contains approximately 175 "talking" flashcards, and each flashcard has an audio tape attached to the back of the card. When the card is inserted in the Audio Flashcard Reader, the unit plays back the recorded program on the tape. If the recorded lesson asks a question or requests the user to respond, he simply presses another button and records his voice on an erasable drill track. He can then replay the original program together with his own recording to compare the response. The series also includes a teacher's manual and diagnostic pad.

FEEDBACK AND RECORD KEEPING: The student maintains his own instructional or diagnostic pad, allowing him to chart his own progress. Test results are teacher-evaluated.

REMEDIATION: The student cannot continue with a new lesson unless he has understood the previous one. All test items and program sections are color-keyed so that even the nonreading student can find the correct section in which to work. When he feels he has learned all the material in a given section, the student returns to the supervisor for a final test. If his score is not high enough, he reviews the material with which he is having difficulty.

FLEXIBILITY AND SUPERVISION: Highly individualized within a classroom situation. A teacher is required to explain the operation of the program and to evaluate test results.

TIME TO COMPLETE: Approximately 20 instructional hours

VALIDATION: Not available

COST: Five-Part Program (including supplementary materials) . . . . $ 325.00
EFI Flashcard Reader 250.00
with rechargeable battery 270.00
[Contact publisher for cost of additional diagnostic pads.]

AVAILABILITY: Immediate from publisher

TITLE: **SPELLING IMPROVEMENT SERIES**

PUBLISHER: EMC Corp., 180 Sixth St., St. Paul, Minn. 55101

SUBJECT MATTER: Language Arts: spelling

(See Language Arts section.)

TITLE: **READING DEVELOPMENT SERIES**

PUBLISHER: EMC Corp., 180 Sixth St., St. Paul, Minn. 55101

SUBJECT MATTER: Reading

PURPOSE: To encourage the student to read and to develop the ability to read effectively

ENTRY LEVEL: 5th-grade reading ability

READABILITY: Grade level 5.0

READER ORIENTATION: Young and mature adults

FORMAT: Series is divided into six units and consists of 18 cassettes (or 36 open-reel tapes), six sets of consumable workbooks (25 to a set), and six teacher's guides. A tape deck or cassette player is necessary for playback. Basic reading difficulties are classified on the tapes so the student can begin exactly where he needs help and proceed at his own rate.

FEEDBACK AND RECORD KEEPING: Directions are given on tape by the narrator to the listener. The student follows these directions in completing the exercises in his workbook. Each tape has a corresponding set of exercises. Answers are found in the teacher's guide.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: The series is intended for take-home assignments or individualized use in the library or listening room. It can also be used for small-group instruction. An instructor is needed mainly to grade student's work.

TIME TO COMPLETE: 20 to 30 hours for the series

VALIDATION: Not available

COST: Complete Program (open-reel tape or cassette) . . . . $ 139.65
[Consult publisher for replacements.]

AVAILABILITY: Immediate from publisher

TITLE: **COMMUNICATIONS I, II, III**

PUBLISHER: Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607

SUBJECT MATTER: Language Arts: reading and writing skills based on a linguistic approach

(See Language Arts section.)

TITLE: **TALKING IT OVER**

PUBLISHER: Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607

SUBJECT MATTER: Reading: readiness

PURPOSE: To develop skills necessary for success in the initial stages of learning to read. Special attention is given to enriching the student's conceptual background and to enlarging his listening and speaking vocabulary. Student also learns to hear likenesses and differences in sounds.

ENTRY LEVEL: Elementary speaking knowledge of English by adults studying English as a second language and who may or may not be literate in their own language.

READABILITY: Ability to read is not required for participation in this program.

READER ORIENTATION: Young and mature adults with limited oral experience in English, especially Spanish-speaking, German-speaking, or Italian-speaking persons

FORMAT: A consumable program structured in three sections bound and punched for use with a three-ring binder. The instructor's book presents additional exercises for practice and instructions to be read to the student.

FEEDBACK AND RECORD KEEPING: Teacher evaluates student's progress through exercises contained in both workbook and instructor's book.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Requires close supervision of individual student or group of students

TIME TO COMPLETE: 10 to 30 hours, varying with the individual

VALIDATION: Not available

COST:

"Talking It Over"	$ 1.05
Instructor's Book	5.00

AVAILABILITY: Immediate from publisher

TITLE: **LEARNING YOUR LANGUAGE ONE AND TWO**

PUBLISHER: Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607

SUBJECT MATTER: Reading, Language Arts: comprehension and composition skills integrated with literature selections

(See Language Arts section.)

TITLE: **SYSTEMS FOR SUCCESS—BOOKS 1 and 2**

PUBLISHER: Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607

SUBJECT MATTER: Language Arts, Mathematics, Reading

(See Multi-Subject section.)

TITLE: **TURNER CAREER GUIDANCE SERIES**

PUBLISHER: Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607

SUBJECT MATTER: Reading: comprehension; World of Work

(See Multi-Subject section.)

TITLE: **TURNER-LIVINGSTON COMMUNICATION SERIES**

PUBLISHER: Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607

SUBJECT MATTER: Reading: supplementary reading; World of Work

(See Multi-Subject section.)

TITLE: **TURNER-LIVINGSTON READING SERIES**

PUBLISHER: Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607

SUBJECT MATTER: Reading, Mathematics, World of Work, Consumer Education

(See Multi-Subject section.)

TITLE: **ESSENTIAL EDUCATIONAL SKILLS PROGRAM: SKILLFUL READING**

PUBLISHER: General Learning Corp., Career Advancement Programs, 753 Fairfield Ave., Bridgeport, Conn. 06604

SUBJECT MATTER: Reading: vocabulary, word analysis, and comprehension

PURPOSE: To give the student an understanding of a variety of text materials by developing his vocabulary, word-analysis, and comprehension skills

ENTRY LEVEL: 6th-grade reading skills

READABILITY: Grade level 6.0

READER ORIENTATION: Young and mature adults

FORMAT: Three consumable, programmed, self-instructional books, each containing three or four lessons with a course mastery test. Answer keys accompany the program.

FEEDBACK AND RECORD KEEPING:	The student is provided with immediate verification of each response. Lesson and course-mastery tests provide achievement information.
REMEDIATION:	Not specified
FLEXIBILITY AND SUPERVISION:	Designed for individual use at home or in a classroom. Supervision is helpful but not necessary.
TIME TO COMPLETE:	Approximately 15 hours
VALIDATION:	Not available
COST:	Complete Set (includes three books, Course Mastery Test, instructions, and mask). Answer Keys provided at no charge with each shipment. . . . . $ 8.40
AVAILABILITY:	Immediate from publisher

TITLE:	**ENGLISH FOR THE SPANISH-SPEAKING**
PUBLISHER:	Grolier Educational Corp., 845 Third Ave., New York, N.Y. 10022
SUBJECT MATTER:	Reading: basic skills
PURPOSE:	To offer Spanish-speaking persons a practical course in the everyday reading and use of the English language. In so doing, the student achieves the equivalent of a 3rd-grade reading ability in English.
ENTRY LEVEL:	7th-grade reading level in Spanish
READABILITY:	Ranges from grade levels 0.0 to 3.0
READER ORIENTATION:	Spanish-speaking young and mature adults
FORMAT:	The program is available in programmed text or teaching-machine format. The text, which is in two parts and contains a total of 410 pages, is divided into 1236 frames for programmed instruction. Space is provided for the student to write his own answers. Two 7" records are included. The MIN/MAX machine is required for use with the teaching-machine format.
FEEDBACK AND RECORD KEEPING:	Programmed text provides immediate confirmation of all written answers. Answers to post- or achievement tests are contained in the instructor's manual.
REMEDIATION:	Not specified
FLEXIBILITY AND SUPERVISION:	The program is intended for individual use. Supervision is not required except with younger students, who may need help in using the teaching machine or textbook mask.
TIME TO COMPLETE:	35 to 50 hours
VALIDATION:	Not available

COST:

Complete Program (teaching-machine format)	$ 12.50
Complete Program (text format)	13.50
MIN/MAX Teaching Machine	25.00

AVAILABILITY: Immediate from publisher

TITLE: **READING ATTAINMENT SYSTEMS 1 AND 2**

PUBLISHER: Grolier Educational Corp., 845 Third Ave., New York, N.Y. 10022

SUBJECT MATTER: Reading: comprehension, word attack, and vocabulary

PURPOSE: To bring the student from a 3.0 grade reading level up to a 6.0 grade reading level in reading comprehension, word-attack, and vocabulary skills

ENTRY LEVEL: System One: 3rd-grade comprehension and vocabulary skills
System Two: 5th-grade comprehension and vocabulary skills

READABILITY: Ranges from grade levels 3.5 to 6.5

READER ORIENTATION: Young and mature adults

FORMAT: Each of two programs (kits) contains 120 individual reading selections arranged in six color-keyed groups. Each selection has a separate Skill Card with a glossary of difficult words, word-attack exercises, and vocabulary-building aids. Also included in each kit are a set of 120 answer keys (one for each reading selection and Skill Card), 30 Reader Record Books, a 60-page instructor's manual, and a Wall Chart Pronunciation Guide. The pronunciation guide lists the hard-to-pronounce words from the reading selections. It can be used for classroom pronunciation drills, for individual instruction of students, or for reference by students who have special difficulty with pronunciation.

FEEDBACK AND RECORD KEEPING: The answer keys enable the student to monitor his own progress by providing a reading check and correct answers to questions in the reading selections and Skill Cards. The Reader Record Books contain pages with blanks for Skill Card and Answer Key questions and a Progress Plotter for helping the student keep track of his progress.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Although each program is designed primarily for individual use, an instructor should be present to make appropriate assignments and suggestions, as indicated in the instructor's manual.

TIME TO COMPLETE: Approximately 100 to 200 hours for each program

VALIDATION: Not available

COST:

Complete Program (System One, System Two)	$ 189.50
Complete Kit (each)	99.50
Additional Record Reader Books (pkg/10)	10.00

AVAILABILITY: Immediate from publisher

TITLE: **ENGLISH LESSONS FOR ADULTS**

PUBLISHER: Harcourt Brace Jovanovich, Inc., 757 Third Ave., New York, N.Y. 10017

SUBJECT MATTER: Language Arts: reading, spelling, vocabulary, pronunciation, and elementary composition

(See Language Arts section.)

TITLE: **IMPERIAL INTERNATIONAL READING PROGRAM**

PUBLISHER: Imperial International Learning, Box 548, Rt. 54 South, Kankakee, Ill. 60901

SUBJECT MATTER: Reading: comprehension and word analysis

PURPOSE: To motivate the student and help him develop important comprehension and word-analysis skills through individualized instruction. Student's reading ability should progress at least two grade levels.

ENTRY LEVEL: 2nd-grade reading level. The first lesson in the program serves as a placement test that will indicate the lesson at which the student should begin in the program.

READABILITY: Ranges from grade levels 2.0 to 4.0

READER ORIENTATION: Young adults

FORMAT: A multimedia learning program containing eight units of five lessons each. Each lesson consists of a tape, a four-page story card, and activity pages in a consumable student response book. The tape guides the reader through a variety of reading activities in the correlated story card and activity book. The program includes a teacher's guide with story summaries, answers for the workbook, and follow-up exercises.

FEEDBACK AND RECORD KEEPING: Thirty copies of a 24-page student activity book accompany each unit. Each book contains comprehension and word-attack exercises, unit tests, a glossary, and a page on which the student enters his scores for the exercises and tests.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Each student can work at his own rate and evaluate his performance privately. If necessary, the program may also be used by groups of from four to eight students who are at approximately the same reading level. An instructor should be present to explain operation and provide supervision.

TIME TO COMPLETE: 30 to 45 minutes for each lesson

VALIDATION: Not available

COST: Complete Program (including 40 tapes, eight story cards for each tape, 30 pupil workbooks, and three teacher's manuals)

Cassette	$ 319.00
Open-reel tape	359.00
Story Cards (each additional pkg/8)	1.25

Teacher's Manuals (each additional copy)	$ 2.25
Pupil Workbooks (each additional copy)	1.95

AVAILABILITY: Immediate from publisher

TITLE: **IMPERIAL JUNIOR HIGH SCHOOL AURAL READING LAB**

PUBLISHER: Imperial International Learning, Box 548, Rt. 54 South, Kankakee, Ill. 60901

SUBJECT MATTER: Reading: basic skills

PURPOSE: To develop basic reading and vocabulary skills through use of a multimedia approach. The program concentrates on phonetics, word analysis and comprehension, and reading rate. Reading speed increases from 99 wpm to 256 wpm.

ENTRY LEVEL: 4th-grade reading comprehension and vocabulary skills

READABILITY: Grade level 4.0

READER ORIENTATION: Young adults

FORMAT: Forty tapes (one for each lesson), 40 four-page story cards, and a 42-page student workbook that includes a progress chart. Each lesson contains, in addition to the prerecorded tape, a story card with a response page. The teacher's manual contains a brief description and the purpose of each lesson, questions and answers, and follow-up suggestions.

FEEDBACK AND RECORD KEEPING: The program is entirely self-correcting. Comprehension and word skills are checked at the end of each lesson. After the student completes his written work, he checks his answers against answers given on the tape. The student's comprehension and reading rates are recorded on a special progress chart in his workbook.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Recommended for individual instruction. Six identical story cards accompany each tape so that six students can use the program at any one time. A minimum of supervision is required once an instructor has explained the program.

TIME TO COMPLETE: Approximately 30 to 45 minutes for each lesson

VALIDATION: Informal testing in a local reading lab indicates a two-year gain in reading skills by junior high school students who have completed the program.

COST: Complete Program (includes 240 Story Cards, 30 Tapes, 30 Pupil Response Books, and three Teacher's Manuals)

4-Track tape	$ 289.00
Cassette	329.00
Additional Story Cards (pkg/6) (specify lesson number)	.95
Additional Pupil Response Books (each)	.50
Additional Teacher's Manuals (each)	2.25

AVAILABILITY: Immediate from publisher

TITLE: **ADULT BASIC COMMUNICATIONS**

PUBLISHER: Ken Cook Transnational, 9929 W. Silver Spring Rd., Milwaukee, Wis. 53225

SUBJECT MATTER: Language Arts: basic skills required for reading and writing; World of Work

(See Multi-Subject section.)

TITLE: **PROGRAMMED READING FOR ADULTS**

PUBLISHER: McGraw-Hill Book Co., 330 W. 42nd St., New York, N.Y. 10036

SUBJECT MATTER: Basic Reading Skills

PURPOSE: To develop basic reading skills to a 6.0 grade level

ENTRY LEVEL: Assumes functional illiteracy. Placement tests indicate starting level.

READABILITY: Ranges from grade levels 1.5 to 6.0

READER ORIENTATION: Young and mature adults

FORMAT: Consists of eight consumable texts, a placement test, three teacher's manuals, one sound-symbol booklet, one set of alphabet cards, one set of word cards, and one booklet of achievement tests.

FEEDBACK AND RECORD KEEPING: Students receive immediate verification of each response. Teacher-evaluated tests following every 24 pages provide additional achievement information.

REMEDIATION: A large number of supplementary review exercises have been designed to be administered after students have completed the pages to which the exercises are keyed. They may be used either with groups or with individual students.

FLEXIBILITY AND SUPERVISION: By employing a linguistic approach in a programmed format, the program is practically self-teaching. The initial orientation and small amount of tutoring required can be accomplished by following the teacher's guide.

TIME TO COMPLETE: Approximately 30 to 40 hours

VALIDATION: Not available

COST:

Book 1: "The Letters of the Alphabet"	$ 2.56
Book 1: Teacher's Edition	5.04
Book 2: "The Sounds of the Letters"	2.20
Book 2: Teacher's Edition	3.60
Book 3: "From Words to Sentences"	2.04
Book 4: "Sentence Reading"	2.04
Book 5: "Paragraph Reading"	2.04
Book 6: "Consecutive Paragraphs"	2.04
Book 7: "Content Analysis"	2.04
Book 8: "Functional Reading"	2.04
Teacher's Guide for Books 3-8	5.92
Word Cards	25.00
Sound-Symbol Book	6.28
Placement Tests (pkg/100)	8.40
	$ 71.24

AVAILABILITY: Immediate from publisher

TITLE: **THE MACMILLAN READING SPECTRUM OF SKILLS**

PUBLISHER: The Macmillan Co., School Div., 866 Third Ave., New York, N.Y. 10022

SUBJECT MATTER: Reading: comprehension, word analysis, and vocabulary development

PURPOSE: To develop an 8.0 grade level mastery of reading comprehension and vocabulary skills and a 7.0 grade level mastery of word-analysis skills

ENTRY LEVEL: 2nd-grade word-analysis skills, 3rd-grade reading comprehension and vocabulary skills. A placement test helps to indicate the starting level for each student.

READABILITY: Ranges from grade levels 2.0 to 8.0

READER ORIENTATION: Young adults

FORMAT: Four copies each of 18 nonconsumable sequential instruction booklets; six each of the skill areas of reading comprehension, word analysis and vocabulary development. The Teacher's Guide contains placement tests, supplementary tests, and teaching suggestions. Consumable Pupil Record Books accompany the program.

FEEDBACK AND RECORD KEEPING: The student keeps a record of his progress in the Pupil Record Book. Teacher-evaluated tests provide additional information on student achievement.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Students complete skill levels individually. Up to twelve students can work at the same level on different skills. An instructor is required for providing individual help and for administering and evaluating tests.

TIME TO COMPLETE: Approximately 2 hours for each booklet, varying with the individual

VALIDATION: Not available

COST: "The Complete Spectrum of Skills" (includes four copies each of the 18 skills booklets, three display boxes, one Teacher's Guide, and one Pupil Record Book) . . . . $ 108.00
[Contact publisher for cost of additional Record Books.]

AVAILABILITY: Immediate from publisher

TITLE: **OPERATION ALPHABET**

PUBLISHER: Noble & Noble Publishers, Inc., 750 Third Ave., New York, N.Y. 10017

SUBJECT MATTER: Reading, Writing, World of Work

(See Multi-Subject section.)

TITLE: **REMEDIAL READING PROGRAM**

PUBLISHER: Open Court Publishing Co., 1039 Eighth St., LaSalle, Ill. 61301

SUBJECT MATTER: Reading, Language Arts: reading, word attack, spelling, writing, and composition

(See Language Arts section.)

TITLE: **INTERMEDIATE READING**

PUBLISHER: Perceptual Development Labs., P. O. Box 1911, Big Spring, Tex. 79720

SUBJECT MATTER: Reading: visual perception, vocabulary development, and reading speed

PURPOSE: Student develops reading skills to a 7.0 grade level. Training is provided in visual perception, vocabulary development, and controlled reading.

ENTRY LEVEL: 5th-grade reading skills

READABILITY: Ranges from grade levels 5.0 to 7.0

READER ORIENTATION: Young and mature adults

FORMAT: Eleven 16mm films, seven instructional film loops, a printed instructor's manual, and 20 student workbooks. Films deal with orientation to the program and such reading skills as skimming, critical reading, and speed reading. The film loops are used for developing efficient eye movement. Each student records his answers to drills in his student workbook.
The program is accompanied by a Perceptoscope Mark III Model 100. For a description of this projector refer to *Developmental Reading,* published by Perceptual Development Labs.

FEEDBACK AND RECORD KEEPING: The student keeps a record of his progress in his Student Record Book.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Individualized and group instructional situations for 20 students or less. Instructor responsibility includes operation of the equipment and guidance of group discussion.

TIME TO COMPLETE: Approximately 30 hours for the entire program

VALIDATION: The program was used at the Breckenridge Job Corps Center in Morganfield, Ky. Two forms of the Nelson Denny Diagnostic Tests were used as pre- and post-tests. Students showed a 3.2 grade level gain.

COST:

Complete Program	$ 559.00
Perceptoscope Mark III Model 100	1,595.00
Perceptodapter	66.00
Projector Lamp, DKP	27.50
Wheelit Projection Stand and Cart	68.00

[For cost of individual components, contact publisher.]

AVAILABILITY: Immediate from publisher

TITLE: **READING IMPROVEMENT**

PUBLISHER: Perceptual Development Labs., P.O. Box 1911, Big Spring, Tex. 79720

SUBJECT MATTER: Reading: comprehension

PURPOSE: To improve reading comprehension and speed to a 9.0 grade level

ENTRY LEVEL: 6th-grade level in reading comprehension and vocabulary

READABILITY: Ranges from grade levels 6.0 to 9.0

READER ORIENTATION: Young and mature adults

FORMAT: Ten reading modules, each containing a filmed article, tachistoscopic practice material with comprehension and word power tests, a related printed article, instructor resource material, and student record books. Two special features are reading background loops that permit control of reading speed and a digital clock film that displays the amount of time that has passed.

FEEDBACK AND RECORD KEEPING: A progress record is kept by the student.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Intended for classroom use with groups of 25 students or less. Instructor is necessary for providing individual assistance.

TIME TO COMPLETE: Not specified

VALIDATION: Not available

COST:

Complete Set (ten modules, for 25 students)	$ 431.00
Individual modules	43.50
Perceptoscope	1,595.00
Perceptodapter	66.00
Projection Lamp, DKP	27.50
Wheelit Projection Stand and Cart	68.00

[For cost of individual components, contact publisher.]

AVAILABILITY: Immediate from publisher

TITLE: **READING AND WRITING WITH PHONICS**

PUBLISHER: Perceptual Development Labs., P. O. Box 1911, Big Spring, Tex. 79720

SUBJECT MATTER: Beginning reading: sight reading and phonics

PURPOSE: To enable student to master the basic sounds and letters of English, the sound of letters when they are combined, a "sight" reading vocabulary, and the use of the words as parts of sentences to a 2.0 grade level.

ENTRY LEVEL: Assumes students are nonreaders

READABILITY: Ranges from grade levels 0.0 to 2.0

READER ORIENTATION: Young and mature adults

FORMAT: Five 16mm films, 12 film loops, two tape recordings, and a printed instructor's manual. The films deal with orientation to the program, sounds of short and long vowels and consonants, phonic combinations, 50 basic sight vocabulary words and sentence patterns. The film loops present sounds of single vowels, single consonants, and sound combinations of vowels, consonants, and vowel-consonants. The tape recordings deal with alphabet sounds and phonic combinations. The tapes and informational film loops reinforce the drill-film exercises.

The program is accompanied by a Perceptoscope Mark III Model 100. For a description of this machine refer to *Developmental Reading,* published by Perceptual Development Labs.

FEEDBACK AND RECORD KEEPING: The student keeps a record of his own progress.

REMEDIATION: The Perceptoscope allows a student to review a specific skill until he masters it.

FLEXIBILITY AND SUPERVISION: Intended for classroom use with 20 students or less under the guidance of an instructor.

TIME TO COMPLETE: Approximately 30 hours for the program

VALIDATION: An experimental project was run at Minnesota University. Students gained 2.0 grade levels in reading after completing the program.

COST:

Complete program	$ 670.00
Perceptoscope Mark III Model 100	1,595.00
Perceptodapter	66.00
Projection Lamp, DKP	27.50
Wheelit Projection Stand and Cart	68.00

[For cost of individual components contact the publisher.]

AVAILABILITY: Immediate from publisher

TITLE: **POWEREADING**

PUBLISHER: Programs for Achievement in Reading, Inc., Abbott Park Pl., Providence, R.I. 02903

SUBJECT MATTER: Reading: comprehension, vocabulary development, and phonetic analysis.

PURPOSE: To increase reading efficiency and develop effective study habits to a 5.0 grade level while building skills in comprehension, word building, and phonetic analysis

ENTRY LEVEL: 3rd-grade reading skills

READABILITY: Ranges from grade levels 3.0 to 5.0

READER ORIENTATION: Young and mature adults

FORMAT:	The program consists of an instructor's guide and the following five consumable books: Book One: "Reading for Power" (264 pp.) Book Two: "Reading for Speed" (142 pp.) Book Three: "Word Study" (96 pp.) Book Four: "Personal Reading Record" (68 pp.) Book Five: "Selective Reading" (54 pp.)
FEEDBACK AND RECORD KEEPING:	Student records progress in Book Four, "Personal Reading Record." Charts provide for recording hourly progress in every skill activity covered by the program.
REMEDIATION:	Minimum scores on review tests following each book must be reached for student to progress through program.
FLEXIBILITY AND SUPERVISION:	Prescribed for individual instruction. Some supervision is required to check progress.
TIME TO COMPLETE:	15 to 30 hours for entire program, varying with individual
VALIDATION:	Statistical comparison of pre- and post-test scores, including time-lapse studies, are available from the publisher.
COST:	Complete Set . . . . $ 14.50 [One set needed for each student.]
AVAILABILITY:	Immediate from publisher

TITLE:	**HIGH SCHOOL EQUIVALENCY PREP PROGRAM**
PUBLISHER:	Programs for Achievement in Reading, Inc., Abbott Park Pl., Providence, R.I. 02903
SUBJECT MATTER:	Reading, English, Mathematics
	(See Multi-Subject section.)

TITLE:	**ADULT READERS**
PUBLISHER:	Reader's Digest Services, Inc., Pleasantville, N.Y. 10570
SUBJECT MATTER:	Reading: comprehension and word analysis
PURPOSE:	To meet the special needs of adults learning to read and of adolescents requiring special attention with such reading problems as comprehension and word analysis. Student should attain 4.0 grade level in reading skills by completion of the program.
ENTRY LEVEL:	Basic sight-reading vocabulary of 100 words
READABILITY:	Step One (four books): grade levels 1.2 to 2.1 Step Two (four books): grade levels 2.2 to 3.1 Step Three (four books): grade levels 3.2 to 4.1
READER ORIENTATION:	Young and mature adults

FORMAT: A series of twelve workbook-type supplementary Readers of 32 pages each. Brief exercises for developing comprehension and word-attack skills follow each selection. Answers are provided to all exercises. The Readers offer easy-to-read type and four-color illustrations. The teacher's manual contains a reading-skills chart. Each number on the chart indicates the page on which a specific skill is developed. More than one skill may be developed in a single exercise.

FEEDBACK AND RECORD KEEPING: Each Reader contains comprehension quizzes following each selection and a progress chart for recording reading rates and comprehension scores. Answer keys are provided.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: The program is prescribed for individual use with a minimum of supervision.

TIME TO COMPLETE: Approximately 12 to 20 hours for each Reader

VALIDATION: Not available

COST: Complete Set (including 12 Readers and a 15-page Teacher's Manual) . . . . $ 3.60

AVAILABILITY: Immediate from publisher

TITLE: **READER'S DIGEST READINGS**

PUBLISHER: Reader's Digest Services, Inc., Pleasantville, N.Y. 10570

SUBJECT MATTER: Reading: comprehension and vocabulary building

PURPOSE: To improve reading vocabulary and comprehension of persons studying English as a second language. The series is designed to increase students' vocabulary to 1,500 words.

ENTRY LEVEL: Books One and Two assume a 500-word reading vocabulary in English.

READABILITY: Ranges from grade levels 2.0 to 4.0

READER ORIENTATION: The program is designed for young and mature adults speaking nonstandard English or a foreign language.

FORMAT: A series of six consumable 144-page books. Each book is illustrated and features a footnote definition of each new word that is introduced. A glossary is also included. Each new word is introduced in heavy type, defined in the footnote, and often depicted by illustration.

FEEDBACK AND RECORD KEEPING: All books offer quizzes to test comprehension and promote vocabulary growth. Answers to exercises are included in the back of the book.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Work can be completed independently in the classroom or at home. Minimal supervision is required.

TIME TO COMPLETE: Approximately 10 hours for each book

VALIDATION: Not specified

COST: Complete Set (includes six books) . . . . $ 4.50

AVAILABILITY: Immediate from publisher

TITLE: **SKILL BUILDER READING PROGRAM (GRADES 4-10)**

PUBLISHER: Reader's Digest Services, Inc., Pleasantville, N.Y. 10570

SUBJECT MATTER: Reading: word attack and comprehension

PURPOSE: To strengthen reading skills, including comprehension, vocabulary, reading rate, and writing skills. Material is structured to bring the student to a 10.0 grade reading level.

ENTRY LEVEL: 4th-grade reading skills

READABILITY: Ranges from grade levels 4.0 to 10.0

READER ORIENTATION: Young and mature adults

FORMAT: The program for Levels 4 to 6 consists of 18 illustrated 144-page readers with five Skill Builders and one Science Reader for each level. Included in Levels 7 and 8 are two 160-page "Advanced Skill Builders" and one 160-page "Improve Your Reading" text. "Improve Your Reading," parts 3 and 4, cover Levels 9 and 10. An Advanced Practice Pad and a series of six Progress Record Booklets are used at Levels 4, 5, and 6. Four story-dramatization cassette tapes are provided for Level 4 and two cassette tapes for Level 6 (the narrator on the tapes leads the student through the story exercises in the Skill Builders). A Master Manual and an Answer Key Booklet covering the New Reading Skill Builders are available for the entire program.

FEEDBACK AND RECORD KEEPING: Separate Progress Record Booklets are available for each of the six New Reading Skill Builders at Levels 4, 5, and 6. These 20-page booklets eliminate the need for pupils to write answers in the Skill Builders. Each booklet contains all the exercises and quizzes as well as a detachable reading progress chart.

REMEDIATION: Advanced Practice Pad provides exercise material designed to build and reinforce decoding skills. It may be used in conjunction with, or independently of, the Skill Builders, focusing on skills that need reinforcement.

FLEXIBILITY AND SUPERVISION: Although the Readers (Reading Skill Builders) are self-directed and suitable for home study, an instructor is required to determine the student's initial reading level and to monitor his progress. The program can be individualized in a classroom situation.

TIME TO COMPLETE: Approximately 30 to 45 minutes for each lesson, varying with the individual

VALIDATION: Not available

COST:

26 Readers ($ .90 each)	$ 23.40
6 Progress Record Booklets ($ .30 each)	1.80
Practice Pad	.88
Master Manual	.90
Answer Key Booklet	.75
Cassettes (packet of 6) (Levels 4 and 6)	35.70
Records (12") (Levels 4 and 6)	29.70

AVAILABILITY: Immediate from publisher

RELATED MATERIALS: Also available for the extension of reading, writing, and speaking skills through grade level 12.0 is the Educational Edition of the Reader's Digest. This program consists of the regular edition of the magazine with a 24-page insert that includes exercises and quizzes in such areas as reading comprehension, vocabulary, and word analogies. An answer key is included at the back of the insert. A teacher's edition is furnished with minimum orders of 10. Contact the publisher for additional information.

TITLE: **DIMENSIONS IN READING SERIES: WE ARE BLACK**

PUBLISHER: Science Research Associates Inc., 259 E. Erie St., Chicago, Ill. 60611

SUBJECT MATTER: Reading: comprehension and vocabulary development

PURPOSE: To increase reading comprehension and vocabulary development to a 5.0 grade level, to motivate interest in reading, and to develop awareness of black people's heritage

ENTRY LEVEL: 2nd-grade skills in reading, vocabulary, and comprehension

READABILITY: Ranges from grade levels 2.0 to 6.0

READER ORIENTATION: Young and mature adults concerned with the historical and modern role of black people

FORMAT: The program, packaged in one kit, consists of 120 four-page Reading Selections, 120 Skill Cards, 40 Key Booklets, 40 Student Books and one Teacher's Handbook. The selections are grouped in six progressive levels of reading difficulty. The reading selections deal with contributions of famous and unknown, modern and historical, American and non-American black people. The student reads each selection and completes the vocabulary and comprehension exercises found on the Skill Cards.

FEEDBACK AND RECORD KEEPING: The student keeps a record of his progress in the Student Record Book and is aware of his improvement as he advances to each of the more difficult levels.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: The kit is designed for use by 40 students or less working on an individualized basis with or without supervision. Selections that can be read to students are in the teacher's handbook and can be used at the instructor's discretion.

TIME TO COMPLETE: Approximately 30 to 45 minutes for each lesson, varying with the individual

VALIDATION: Not available

COST:

Complete Kit	$ 74.20
Additional Student Books	.48
Additional Teacher's Handbook	.67

AVAILABILITY: Immediate from publisher

TITLE: **PILOT LIBRARY SERIES: PILOT LIBRARIES IIa, IIb, IIc, AND IIIb**

PUBLISHER: Science Research Associates Inc., 259 E. Erie St., Chicago, Ill. 60611

SUBJECT MATTER: Reading: comprehension and vocabulary development

PURPOSE: To improve independent reading skills from grade levels 2.0 to 5.0

ENTRY LEVEL:
Library IIa: 2nd-grade level
Library IIb: 3rd-grade level
Library IIc: 4th-grade level
Library IIIb: 5th-grade level

READABILITY: Ranges over several grade levels for each library.
Library IIa: grade levels 2.0 to 7.0
Library IIb: grade levels 3.0 to 8.0
Library IIc: grade levels 4.0 to 9.0
Library IIIb: grade levels 5.0 to 12.0

READER ORIENTATION: Young adults

FORMAT: Each of the four libraries contains 72 selections from full-length books. The selections, called Pilot Books, are from 24 to 32 pages long. Comprehension exercises for each selection are in the Student Record Book for Libraries IIa, IIb, and IIc. Student Record Books have to be ordered for each student.

FEEDBACK AND RECORD KEEPING: The student checks his answers in the Key Booklet and keeps a record of his progress in his Student Record Book.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: The program is designed for use by individual students and requires little or no supervision.

TIME TO COMPLETE: Approximately one hour to complete each Pilot Book and the accompanying exercises, varying with the individual

VALIDATION: Not available

COST:

Pilot Library Set IIa, IIb, or IIc	$ 92.70
Student Record Book (one per student) (each)	.79
Pilot Library Set IIIb	92.70
Student Worksheet (complete set of 72 pads) (initial supply: one 10-page pad per Pilot Book)	15.60
Teacher's Handbook (each additional copy)	1.95
Key Booklets (each additional pkg/20)	3.00
Specimen Set	5.67

AVAILABILITY: Immediate from publisher

TITLE: **READING FOR UNDERSTANDING (JUNIOR EDITION)**

PUBLISHER: Science Research Associates Inc., 259 E. Erie St., Chicago, Ill. 60611

SUBJECT MATTER: Reading: comprehension

PURPOSE: To learn to analyze ideas and draw logical conclusions from materials to an 8.0 grade level

ENTRY LEVEL: 2nd-grade level reading comprehension and vocabulary development. Placement tests are provided so that the student can begin to work at his own level.

READABILITY: Ranges from grade levels 2.0 to 8.0

READER ORIENTATION: Young adults

FORMAT: Packaged in one kit, series contains 400 lesson cards, a consumable Student Record Book, Placement Tests, Answer Key Booklets, and a Teacher's Handbook. Lesson cards are arranged in 100 steps of progressively difficult reading with four lessons at each level. After reading one of the ten paragraphs on each lesson card, the student selects the best of four suggested conclusions. The student records his answers in the Student Record Book. The correct answers are in the Answer Key Booklets.

FEEDBACK AND RECORD KEEPING: The student checks his own answers to the exercises. He can chart his progress in the Student Record Book.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: The program is designed for use by individual students or by a small group of up to four students working on the same level. An instructor is required for administering and evaluating placement tests.

TIME TO COMPLETE: Approximately 20 to 30 minutes for each lesson, varying with the individual

VALIDATION: After spending five months working in the program approximately three times a week, students showed an average grade level gain of 1.07 on a standardized achievement test.

COST: Complete Set for Grades 3.0 to 8.0:

Reading for Understanding, Junior Edition	$ 59.40
Student Record Book (1 for each student) (each)	.44
Placement Test (pkg/40)	6.12
Teacher's Handbook (each additional copy)	1.64
Specimen Set	2.00

AVAILABILITY: Immediate from publisher

RELATED MATERIAL: A Senior Edition of the program is available. Readability of the Senior Edition ranges from grade levels 8.0 to 13.0.

TITLE: **READING LABORATORY SERIES: READING LABORATORY IIIa KIT**

PUBLISHER: Science Research Associates Inc., 259 E. Erie St., Chicago, Ill. 60611

SUBJECT MATTER: Reading: comprehension, word attack, vocabulary development, and speed reading

PURPOSE: To develop and improve skills in reading comprehension, vocabulary development, word attack, and listening, and to improve reading rate from a 3.0 to 6.0 grade level

ENTRY LEVEL: 3rd-grade reading vocabulary and comprehension skills. A short placement test in the student record book helps to place the student at one of the reading levels in the program.

READABILITY: Ranges from grade levels 3.0 to 11.0

READER ORIENTATION: Young adults

FORMAT: The program, packaged in one kit, contains the following materials:

1. Fifteen power builders at each of ten reading levels. These are four-page reading selections followed by exercises.
2. A teacher's handbook containing ten listening skill builder selections, designed to develop the student's ability to understand and retain what is heard. The teacher reads a selection, and the student answers comprehension exercises and records his answers in the student record book.
3. Short, timed, reading rate builders designed to develop speed and concentration.
4. One student record book. Additional copies must be ordered for each student using the program.

A recorded system in cassette or open-reel tapes, called Synchroteach, accompanies the kit. This system gives the student step-by-step instructions on how to use the program. In addition, it narrates listening skill builder selections. The instructor is therefore freed from performing these tasks.

FEEDBACK AND RECORD KEEPING: The student record book is used to record responses, correct them, and keep a record of progress.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: The program is designed for individual student use or for groups of up to 15 students working on the same level. An instructor is required for explaining use of the program, administering and evaluating placement tests, and for reading selections aloud. If the Synchroteach is used, minimum teacher guidance is necessary except for administering and evaluating placement tests.

TIME TO COMPLETE: Approximately 30 to 45 minutes for each power builder lesson, varying with the individual

VALIDATION: Not available

COST:

Reading Laboratory IIIa Kit (1964 Edition)	$ 99.95
Student Record Book (1 per student) (each)	.78
Teacher's Handbook (each additional copy)	2.40
Specimen Set	4.08
Synchroteach	
Cassette	47.60
Open-reel tape	43.40

AVAILABILITY: Immediate from publisher

RELATED MATERIAL: There are also other kits available for lower and higher grade and interest levels. These kits follow the same general format as the one described here. For additional information contact the publisher.

TITLE: **NEW ROCHESTER OCCUPATIONAL READING SERIES**

PUBLISHER: Science Research Associates Inc., 259 E. Erie St., Chicago, Ill. 60611

SUBJECT MATTER: Reading, World of Work

(See Multi-Subject section.)

TITLE: **ACTIVITY-CONCEPT ENGLISH—ACE 301**

PUBLISHER: Scott, Foresman and Co., 1900 E. Lake Ave., Glenview, Ill. 60025

SUBJECT MATTER: Language Arts: basic language skills

(See Language Arts section.)

TITLE: **TACTICS IN READING I, II, and III**

PUBLISHER: Scott, Foresman and Co., 1900 E. Lake Ave., Glenview, Ill. 60025

SUBJECT MATTER: Reading: comprehension, word attack, and structural analysis

PURPOSE: To develop a 9.0 grade reading level by concentrating on practice exercises in specific reading skills

ENTRY LEVEL: 5th-grade reading ability. Diagnostic tests on each level of the program reveal deficiencies and abilities of the student. He can then work on exercises for areas that need special attention.

READABILITY: Ranges from grade levels 5.0 to 9.0

READER ORIENTATION: Young and mature adults

FORMAT: Programs I and II are available in workbook form as well as in boxed kits of exercise cards. Program I contains 35 exercise cards, Program II contains 30. Program III is available only in workbook form. A teacher's guide accompanies each program.

FEEDBACK AND RECORD KEEPING: Each teacher's guide contains the answer key to tests and exercises in the workbook.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: The workbooks are intended for individual use, although an instructor is needed to measure the student's progress. Kits are intended for classroom use.

TIME TO COMPLETE: Approximately 20 to 25 hours for each program

VALIDATION: Not available

COST:

Complete Kit (for 30 to 35 students) each	$ 64.00
Workbook I and Teacher's Guide	1.83
Workbook II and Teacher's Guide	2.22
Workbook III and Teacher's Guide	2.49

AVAILABILITY: Immediate from publisher

TITLE: **BUILDING YOUR LANGUAGE POWER**

PUBLISHER: Silver Burdett Co., 250 James St., Morristown, N.J. 07960

SUBJECT MATTER: Language Arts: basic reading and writing skills

(See Language Arts section.)

TITLE: **ENGLISH: YOUR NEW LANGUAGE**

PUBLISHER: Silver Burdett Co., 250 James St., Morristown, N.J. 07960

SUBJECT MATTER: Language Arts: basic language skills

(See Language Arts section.)

TITLE: **ENGLISH AS A SECOND LANGUAGE SERIES**

PUBLISHER: Steck-Vaughn Co., P.O. Box 2028, Austin, Tex. 78767

SUBJECT MATTER: Reading: comprehension, word attack, and vocabulary

PURPOSE: To teach educationally deprived adults the basic reading skills through a 3.0 grade level

ENTRY LEVEL: Literacy in English or any other language is helpful but not required.

READABILITY: Ranges from grade reading levels 0.0 to 3.0

READER ORIENTATION: Designed primarily for use by minority and non-English-speaking adults. Special material for Spanish-speaking students.

FORMAT: A series of seven consumable work-textbooks. Three of these are prepared especially for Spanish-speaking adults learning English as a second language. Answer keys and teacher's manuals are provided with most of the books. See COST for further descriptions and grade levels.

FEEDBACK AND RECORD KEEPING: Answer keys to exercises are available to students.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION:	The series is suitable for individual self-instruction, but an instructor is recommended for providing assistance.	
TIME TO COMPLETE:	Approximately 50 hours for the program, varying widely with the individual	
VALIDATION:	Not available	
COST:	Complete Series	$ 6.15
	"From A to Z" (Grade 1) (no Teacher's Manual)	.48
	"Working with Words" (Grades 1-2) (including Teacher's Manual)	1.08
	"Working with Word Patterns" (Grades 2-3) (including Teacher's Manual)	1.08
	"Steps to Learning" (Books 1 and 2 for Grades 1-3) (no Teacher's Manual)	1.75
	"The Lopez Family" (Grades 2-3) (including Teacher's Manual)	.88
	"Read to Learn" (Grades 3-4) (including Teacher's Manual)	.88
AVAILABILITY:	Immediate from publisher	

LANGUAGE ARTS

TITLE: **THE MOTT BASIC LANGUAGE SKILLS PROGRAM**

PUBLISHER: Allied Education Council, Galien, Mich. 49113

SUBJECT MATTER: Language Arts, Reading, Consumer Education, World of Work

(See Multi-Subject section.)

TITLE: **THINKING BOX**

PUBLISHER: Benefic Press, 10300 W. Roosevelt Rd., Westchester, Ill. 60153

SUBJECT MATTER: Language Arts: critical-thinking skills

PURPOSE: To develop critical-thinking skills such as observing, comparing, interpreting, imagining, and coding

ENTRY LEVEL: 5th-grade reading skills

READABILITY: Ranges from grade levels 5.0 to 7.0

READER ORIENTATION: Young adults

FORMAT: Student works from 240 activity cards to develop a specific discipline keyed to one of 12 thinking operations. Should he experience difficulty, he refers to one of the 60 self-help skills cards for amplification. In addition, 30 student reference booklets guide and assist the student in using the self-help cards.

FEEDBACK AND RECORD KEEPING: The student maintains an activity record sheet of his work. This sheet provides a place for self-grading and also pinpoints areas requiring additional practice. The teacher then checks the sheet against the student's work, using a teacher's manual for reference.

REMEDIATION: The self-help cards contained in the student reference books offer specific guidance when difficulty is encountered.

FLEXIBILITY AND SUPERVISION: Designed for use with a large class, a small group, or individual students. An instructor is necessary to explain how the program works and to evaluate student progress.

TIME TO COMPLETE: Approximately 75 to 90 hours for the program

VALIDATION: Case studies available from publisher

COST:

Complete Program	$ 80.00
Student Reference Books (each additional copy)	.60
Student Activity Record Sheets	1.20

AVAILABILITY: Immediate from publisher

TITLE:	**LESSONS FOR SELF-INSTRUCTION IN BASIC SKILLS: ENGLISH LANGUAGE**
PUBLISHER:	California Test Bureau/McGraw-Hill, Del Monte Research Park, Monterey, Calif. 93940
SUBJECT MATTER:	Language Arts: sentence patterns, verbs, punctuation, and capitalization
PURPOSE:	To provide practice in constructing sentence patterns using verbs, capitalization, and punctuation
ENTRY LEVEL:	Booklets C-D: 5th- to 6th-grade reading skills Booklets E-F: 7th- to 8th-grade reading skills
READABILITY:	Ranges from grade levels 5.0 to 8.0
READER ORIENTATION:	Young adults
FORMAT:	Skill booklets, 168 student record books, and a manual for teachers are packaged in a kit. Eight different programmed skill booklets are included, four at each of two levels.
FEEDBACK AND RECORD KEEPING:	The student is given immediate feedback as he progresses through each lesson. He also keeps a record of his progress in the student record books.
REMEDIATION:	When a student answers a question incorrectly, he is immediately provided with an explanation of why his answer is incorrect. He then has the opportunity to select the correct response.
FLEXIBILITY AND SUPERVISION:	The kit is designed for individual use or for groups of four students or less working on the same level. Minimum supervision is required.
TIME TO COMPLETE:	Approximately 14 to 20 hours for the program
VALIDATION:	Not available
COST:	Complete Kit . . . . $ 47.00 Replacement material: Manual for Teachers . . . . .75 Student Record Sheets (additional pkg/25) . . . . 1.25 [One Student Record Sheet free with each booklet.]
AVAILABILITY:	Immediate from publisher

TITLE:	**INGLES PRACTICO SIN MAESTRO**
PUBLISHER:	Cenco Educational Aids, 4401 W. 26th St., Chicago, Ill. 60623
SUBJECT MATTER:	Language Arts: English as a second language
PURPOSE:	To give students familiarity with basic English conversational skills
ENTRY LEVEL:	7th-grade reading ability in Spanish
READABILITY:	Not applicable in English; all explanations and instructions are given orally or in Spanish.
READER ORIENTATION:	Spanish-speaking young and mature adults
FORMAT:	Four open-reel tapes are used in conjunction with a 198-page consumable text-workbook.
FEEDBACK AND RECORD KEEPING:	Students use answer keys provided for all exercises in the text to evaluate their own responses.
REMEDIATION:	Tapes can be replayed as many times as necessary to assure comprehension of the material.
FLEXIBILITY AND SUPERVISION:	When the program is used as a self-study course, an instructor's presence is not required. It is, however, recommended for support.
TIME TO COMPLETE:	Approximately 10 to 25 hours for the course
VALIDATION:	Not available
COST:	Complete Program (all tapes and texts) . . . . $ 28.00 Copies of text (additional pkg/10) 15.00
AVAILABILITY:	Immediate from publisher

TITLE:	**ESTUDIOS DE INGLES**
PUBLISHER:	Cenco Educational Aids, 4401 W. 26th St., Chicago, Ill. 60623
SUBJECT MATTER:	Language Arts: English as a second language
PURPOSE:	To develop proficiency in basic English conversational skills. The program is a sequel to *Ingles Practico Sin Maestro.*
ENTRY LEVEL:	3rd-grade reading ability is helpful; a rudimentary speaking knowledge of English is necessary.
READABILITY:	All dialogues, phrases, and sentences appear with their Spanish equivalents. All explanations and instructions are also given in Spanish.
READER ORIENTATION:	Spanish-speaking young and mature adults
FORMAT:	Program consists of four open-reel tapes with a text and answer booklet. Each lesson contains grammar-review exercises, a selection of useful expressions and idiomatic phrases, and exercises on comprehension and translation.

FEEDBACK AND RECORD KEEPING: Students evaluate their own responses using answer keys that are provided for all exercises in the text.

REMEDIATION: Tapes can be replayed as often as necessary to assure comprehension of all material.

FLEXIBILITY AND SUPERVISION: The program is designed as an individual self-study course, and the presence of an instructor is not required.

TIME TO COMPLETE: 20 to 30 minutes per lesson

VALIDATION: Not available

COST:
Complete Program . . . . $ 28.00
Text (pkg/10 additional copies) 15.00

AVAILABILITY: Immediate from publisher

TITLE: **ENGLISH LANGUAGE INSTRUCTION**

PUBLISHER: Cenco Educational Aids, 4401 W. 26th St., Chicago, Ill. 60623

SUBJECT MATTER: Language Arts: basic language skills with emphasis on conversation practice

PURPOSE: To develop proficiency in conversational English through practice of pronunciation exercises and oral-pattern drills. The student with poor speaking habits should improve his ability to speak correctly upon completion of these programs.

ENTRY LEVEL: 5th-grade comprehension skills

READABILITY: Grade level 5.0

READER ORIENTATION: Young and mature adults

FORMAT: The series, recorded at 3¾ ips on open-reel tape, consists of three individual programs: Pronunciation Exercises in English, Oral Pattern Drills in Fundamental English, and Sound Teaching of American English. A tape deck is required for playback. See COST for further details.

FEEDBACK AND RECORD KEEPING: Varies for each of the programs. In the Pronunciation program sounds are treated individually and then repeated throughout progressive exercises. In the Oral Pattern program a brief explanation and an example precede each drill, followed by the drill itself. The drill consists of a series of sentences to be changed in accordance with the instructions and the example. In the Sound Teaching program the student listens to the dialogue, repeats the taped narration, and then answers questions immediately before hearing the correct answer.

REMEDIATION: The student can replay each tape as often as necessary to assure complete understanding of all recorded material.

FLEXIBILITY AND SUPERVISION: Each program is designed to be self-instructional and would therefore require little or no supervision.

TIME TO COMPLETE: 10 to 25 hours per program

VALIDATION: Not available

COST:

"Pronunciation Exercises in English" (including 3 open-reel 7" tapes)	$ 21.50
Manual (pkg/10 additional copies)	12.50
"Oral Pattern Drill in Fundamental English" (including 9 open-reel 7" tapes)	60.00
Manual (pkg/10 additional copies)	10.00
"Sound Teaching of American English" (including 18 open-reel 5" tapes)	75.00
Manual (pkg/10 additional copies)	17.50

AVAILABILITY: Immediate from publisher

TITLE: **BUILDING LANGUAGE POWER SERIES**

PUBLISHER: Charles E. Merrill Publishing Co., 1300 Alum Creek Dr., Columbus, Ohio 43216

SUBJECT MATTER: Language Arts: sentence construction, grammar, punctuation, capitalization, word usage, and letter writing

PURPOSE: To develop skills in grammar, punctuation, capitalization, word usage, idea organization, variation in sentence structure, and letter writing to an 8.0 grade level

ENTRY LEVEL: 2nd-grade language arts skills, 3rd-grade reading skills

READABILITY: Ranges from grade levels 3.0 to 8.0

READER ORIENTATION: Young adults

FORMAT: Six consumable student work-textbooks with a teacher's edition for each text. In each lesson the student is presented with a short story or article, followed by exercises related to specific skill development. The teacher's edition contains answers to the exercises and tests and suggestions for using the program.

FEEDBACK AND RECORD KEEPING: The teacher-evaluated program includes Unit Reviews and diagnostic and achievement Tests. Answers are in the teacher's editions. Space for students to record scores is provided at the end of each exercise.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Individualized and group instruction situations. Teacher guidance is necessary for expanding explanations and evaluating student responses.

TIME TO COMPLETE: Approximately 80 instructional hours for each book in the series

VALIDATION: Not available

COST:

Complete Text Series	$ 9.76
Complete Teacher's Edition Series	9.76

AVAILABILITY: Immediate from publisher

TITLE: **MERRILL MAINSTREAM CASSETTE LIBRARY**

PUBLISHER: Charles E. Merrill Publishing Co., 1300 Alum Creek Dr., Columbus, Ohio 43216

SUBJECT MATTER: Language Arts: reading comprehension, vocabulary, writing, and appreciation of literature

PURPOSE: To develop comprehension skills, build vocabulary, provide writing practice, and develop appreciation of literature. Student masters comprehension, vocabulary, and writing skills at a 7.0 grade level.

ENTRY LEVEL: 4th-grade reading comprehension, vocabulary, and writing skills

READABILITY: Ranges from grade levels 4.0 to 7.5

READER ORIENTATION: Young and mature adults

FORMAT: Five copies of each of five paperback books containing a variety of story selections, 24 cassette tapes, five Teacher's Manuals (one for each book), "Strategies" (a supplementary manual), and work sheets for each book. Four cassettes accompany each of the five books. The remaining four tapes relate to literature in general, mass media, and listening skills.

FEEDBACK AND RECORD KEEPING: For each book the narrator guides the student through a series of exercises which the student has corrected by the end of the assignment. An optional writing assignment is evaluated by the instructor.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Reading and taped exercises are self-administering. In a classroom five students or less can work on the same skills. Instructor evaluates writing assignments and leads group discussions.

TIME TO COMPLETE: Approximately 40 instructional hours for each individual book and accompanying taped exercises, varying with the individual

VALIDATION: Not available

COST: Complete Program . . . . $ 195.00

AVAILABILITY: Immediate from publisher

TITLE: **LIVING YOUR ENGLISH**

PUBLISHER: D. C. Heath and Co., 2700 N. Richardt Ave., Indianapolis, Ind. 46219

SUBJECT MATTER: Language Arts: composition, grammar, spelling, and vocabulary skills

PURPOSE: To develop basic language skills, including composition, grammar, punctuation, spelling, and vocabulary, to an 8.0 grade level

ENTRY LEVEL: 3rd-grade reading level. Diagnostic tests for grammar concepts are used to place student in the program.

READABILITY: Ranges from grade levels 4.1 to 6.2

READER ORIENTATION: Young adults

FORMAT: A series of six soft-cover, consumable text-workbooks of 208 pages each. Each text contains a 32-page test booklet. The series also includes three teacher's manuals.

FEEDBACK AND RECORD KEEPING: Students are encouraged to correct their own work through use of the "copy-correcting technique." Each text contains at least one teacher-evaluated achievement test as well as tests for specific sections. Each text serves as a permanent record of the student's work.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Designed for individual use. Supervision is required for evaluating achievement tests as students complete each text.

TIME TO COMPLETE: Approximately 20 to 30 hours for each book in the series

VALIDATION: Not available

COST:

Complete "Living Your English" Program (6 texts)	$ 12.20
Each	2.44
Teacher's Manuals (complete set of 3)	3.96
Each	1.32

AVAILABILITY: Immediate from publisher

TITLE: **EDL LEARNING 100**

PUBLISHER: Educational Development Laboratories, Huntington, N.Y. 11744

SUBJECT MATTER: Language Arts: reading and communication skills

PURPOSE: To improve communication skills from a readiness level (RA) to a 6.0 grade level (FA). Students develop proficiency in a variety of skills including perceptual accuracy, visual efficiency, word knowledge, word-attack skills, comprehension, interpretation, analytical reading and listening, critical reading and listening, literature appreciation, reference skills, selective reading, and study habits. Students who complete the entire program will have developed these skills through a 6.0 grade level.

ENTRY LEVEL: Ranges from grade levels 0.0 to 6.0 depending on past reading achievement of the student. Each student may enter the program at his own level.

READABILITY: Ranges from grade levels 0.0 to 6.0

READER ORIENTATION: Young and mature adults who have not successfully completed a standard education

FORMAT: The Learning 100 System is based on a laboratory concept utilizing special-purpose instruments and furniture components in a multimedia–multimodal learning approach.

For readiness (RA) through Grade 3 (CA) levels, instruction covers one hundred 2½ hour four-part cycles.

Part I: Perceptual Accuracy and Visual Efficiency. Materials used include the Tach-X Accuracy Set, the Motility Training Series, Accelerated Discrimination Training, and the "Look and Write" Workbooks. A Controlled Reader and Tach-X tachistoscope are used with the filmstrips and workbooks.

Part II: Building Experiences. A session designed for group instruction. The instructor guides the group in discussing concepts involved in the reading content (see Part III).

Part III: Skill Building. Five activities for developing vocabulary, word-attack, and comprehension skills. Materials used are the Aud-X Story Lessons and Aud-X Word Study Lessons, Tach-X Word Recognition Training Series, Controlled Reader Processing Sets AA-CA, and Controlled Reader Story Sets AA-CA. A Controlled Reader, an Aud-X projector and sound unit, a Listening Center, a small table-top screen, and a Tach-X Tachistoscope are the equipment used with the filmstrips, Aud-X Study Guides, and Controlled Reader Study Guides.

Part IV: Application and Enrichment. Seven activities are provided in this section. Of the seven, two activities are available for review. These are make-up or review of Aud-X Controlled Reading lessons and word-recognition review using the Flash-X tachistoscope. Other lessons include independent reading in the "Go" books, independent writing, making tape recordings of the stories in the "Go" books, and class discussions. The "Study Skills Library" provides instruction in reading tactics for students at a CA level.

For grade levels 4.0 (DA) to 6.0 (FA), instruction covers ninety 2½-hour four-part cycles.

Parts I and II: Perceptual Accuracy and Visual Efficiency and Building Experiences. This section continues to emphasize and build the skills described earlier for levels RA-CA.

Part III: Skill Building. This section continues the expansion of word knowledge, the enlargement of sight vocabulary, the development of listening and reading comprehension, and fluency in silent reading. New listening, reading, and writing skills, spelling proficiency, selective reading, expository writing, content reading, and study skills are developed at these DA-FA levels. The instructional components used for these skill developments include filmstrips, recordings, and Study Skills Library (Sets D-F), Controlled Reader Study Guides, and the following workbooks: "Listen" (DA), "Listen and Read" (E.`), "Listen and Write" (FA), "Word Recognition," and "Spelling." The equipment needed to accompany the instructional materials just mentioned includes an Aud-X projector and sound unit, a Listening Center, a small table-top screen, the Tach-X Tachistoscope, and a Controlled Reader.

Part IV: Application and Enrichment. Ten activities are provided, including two for review: the Aud-X Word Attack Review and Controlled Reader Make-up Sessions. Other activities include independent reading in "Go," directed reading with comprehension filmstrips, content-area study, enrichment recordings and filmstrips, class discussions, independent writing, and field trips. Specific instructional components used are the "Go" books, filmstrips, and recordings. Equipment needed includes a Controlled Reader and all Aud-X equipment.

FEEDBACK AND RECORD KEEPING: Provisions for immediate verification of responses are made in many of the programs. In addition, feedback is provided by the instructor and from review tests accompanying the various programs. Students keep records of their progress in the individual workbooks.

REMEDIATION: Review materials are included in Part IV of each cycle.

FLEXIBILITY AND SUPERVISION: Students use many of the components on an individualized, self-pacing basis. Classroom supervision is required for guiding group discussion and for providing individual attention. It is necessary for classroom supervisors to participate in a teacher-training program provided by EDL.

TIME TO COMPLETE: 190 instructional hours to complete entire program

VALIDATION: Results of extensive research efforts have been published in EDL research bulletin Nos. 3, 7, 11, and 15. Copies of these reports are available from the publisher.

COST:

EDL Aud-X Mark 2, 110 volts, 60 cycles	$ 530.00
EDL Tach-X, 500 watts (with carrying case)	210.00
EDL Controlled Reader, 500 watts 3" lens (with carrying case)	290.00
[See catalog for accessories and additional equipment.]	
EDL Flash-X Tachistoscope:	
Flash-X, all metal (with Flash-X manual)	8.20
Fx-X-0 Blanks, Numbers, Letters (each set)	3.60
Motility Training Series:	
Set CR-MT (15 filmstrips, Instructor's Guide)	52.50
Instructor's Guide (each additional copy)	.10
Accelerated Discrimination Training:	
Set CR-AD (10 filmstrips, with Instructor's Guide)	35.00
Instructor's Guide (each additional copy)	.10
Tach-X Accuracy Sets ABC and DEF:	
"Accuracy" (set of 25, with Instructor's Guide) (each set)	62.50
Instructor's Guide (each additional copy)	.30
"Look and Write Eye-Hand Coordination Workbook"	1.75
Aud-X Word Introduction RA-CA:	
Aud-X Word Introduction Filmstrips and Recordings (Set AX-RA)	138.00
Aud-X Study Guide (Set RA)	1.85
Aud-X Word Introduction Filmstrips and Recordings (Sets AX-AA, AX-BA, AX-CA) (each set)	396.00
Aud-X Study Guides (AA, BA, CA) (each)	1.85
Tach-X and Flash-X Word Recognition Sets RA-CA:	
Word Recognition Filmstrips (11 filmstrips with Instructor's Guide that includes RA words) (Set TX-AA) (each)	25.00
Word Recognition Filmstrips (8 filmstrips with Instructor's Guide) (Sets TX-BA, TX-CA) (each set)	18.00
Tach-X Word Recognition Books (Sets RA, AA, BA, CA) (each set)	1.65
Flash-X Word Recognition Discs (20 discs) (Set FX-AA)	6.00
Flash-X Word Recognition Discs (15 discs) (Sets FX-BA, FX-CA) (each set)	4.50
Instructor's Guide (each additional copy)	1.00

Tach-X Word Recognition and Spelling Set DEFA and Flash-X Sets DA-FA:	
Set TX-DEFA Word Filmstrips (24 filmstrips with copies of Tach-X Word Books) (Sets DA, EA, and FA) (one set serves levels DA, EA, and FA)	55.00
Tach-X Word Books (Sets DA, EA, FA) (each)	2.25
Word Discs (15 discs) (Sets FX-DA, FX-EA, FX-FA) (each set)	4.50
Controlled Reader Processing Sets AA-CA:	
Controlled Reader Processing Motor (only)	120.00
Processing Filmstrips (25 filmstrips with Instructor's Guide) (Sets CR-PT-AA, CR-PT-BA, CR-PT-CA) (each)	87.50
Instructor's Guide (each additional copy)	1.00
Controlled Reader Story Sets AA-CA:	
Story Filmstrips (25 filmstrips) (Sets CR-AA, CR-BA, CR-CA) (each)	87.50
Controlled Reading Study Guide (Sets AA, BA, CA) (each)	1.10
Controlled Reader Story Sets DA-FA:	
Controlled Reader Story Filmstrips (25 filmstrips) (Sets CR-DA, CR-EA, CR-FA) (each)	87.50
Controlled Reading Study Guide (Sets DA, EA, FA) (each)	1.60
Reading Efficiency Check (Sets DA, EA, FA) (each)	.65
L-100 Listening Program:	
Discs (15) (Sets L-DA, LR-EA, LW-FA) (each set)	45.00
Open-reel Tapes (15 tapes) (Sets L-DA, LR-EA, LW-FA) (each set)	97.50
Cassettes (15) (Sets L-DA, LR-EA, LW-FA) (each set)	107.50
Lesson Book (Sets L-DA, LR-EA, LW-FA) (each set)	1.60
"Go" Books RA-FA:	
Volumes AA and RA, DA, EA, FA (each)	2.25
Volumes BA, CA (each)	2.00
Comprehension Power Filmstrip Sets DA-FA:	
Comprehension Power Filmstrips (15 filmstrips with Instructor's Guide) (Sets CR-CP-DA, CR-CP-EA, CR-CP-FA) (each)	52.50
Instructor's Guide (each additional copy)	1.50
Aud-X DEFA:	
Aud-X Word Attack Review Filmstrips and Recordings (30 filmstrips, 15 records) (Set AX-DEFA)	198.00
Aud-X Word Attack Review Book DEFA	.85
"Learning 100 Instructor's Manual" (in looseleaf binder)	7.50
"Learning 100 Cycle Lesson Plans" (RA, AA, BA, CA, DA, EA, FA) (each)	3.30

[Individual components of the entire system may be ordered from publisher. Check publisher's catalog before ordering.]

AVAILABILITY: Immediate from publisher

TITLE: **HOW TO SERIES**

PUBLISHER: Educational Progress Corp., 8538 E. 41st St., Tulsa, Okla. 74154

SUBJECT MATTER: Language Arts: study skills

PURPOSE: To develop skills in using the dictionary, locating books in the library, studying, and speech-making equal to a 7th-grade level

ENTRY LEVEL: 4th-grade level basic English listening vocabulary

READABILITY: Not required for participation in this series

READER ORIENTATION: Young adults

FORMAT: Four individual "how to" programs recorded on ten tapes or cassettes, each accompanied by a teacher's guide that assists the instructor in establishing objectives, planning lessons, and evaluating progress. A tape deck or cassette player is required for playback.

FEEDBACK AND RECORD KEEPING: Immediate feedback to student through tape playback

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Each program may be used on an individual basis, in small group situations, or with an entire class. It is recommended that an instructor be present to implement the programs and offer suggestions for each lesson.

TIME TO COMPLETE: Approximately six hours for each program

VALIDATION: Not available

COST: Each Program Level

Open-Reel Tape	$ 60.00
Cassette	70.00
Teacher's Guide (each additional copy)	1.00

AVAILABILITY: Immediate from publisher

TITLE: **VOCABULARY DEVELOPMENT SERIES**

PUBLISHER: Educational Sensory Programs, Inc., Jonesboro, Ark. 72401

SUBJECT MATTER: Language Arts: vocabulary, listening, spelling, and speaking

PURPOSE: To develop vocabulary, listening skills, oral fluency, and spelling skills in 12 levels for grades 1.0 to 12.0

ENTRY LEVEL: 1st-grade vocabulary and writing skills

READABILITY: Not necessary; series is presented on tape for listening purposes

READER ORIENTATION: Young and mature adults

FORMAT: Each of 12 grade levels contains 12 tapes (open-reel tape or cassettes) with each tape serving as an individual lesson. The tapes for each grade are accompanied by a teacher's manual that lists the contents of each lesson. A tape deck or cassette player is necessary for playback.

FEEDBACK AND RECORD KEEPING: After hearing the narrator give the correct pronunciation on tape, the student responds orally. He then reinforces his learning by writing the response and hearing the correct answer or meaning from the narrator.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Designed for individual, small-group, and classroom use, the series is self-administering and requires little or no instruction. Supervision depends on group size and student motivation.

TIME TO COMPLETE: Approximately six hours for each grade level

VALIDATION: Not available

COST: Complete Program (for grades 1 to 12) . . . . $ 720.00
Tapes (set of 12 open-reel tapes or cassettes and accompanying Teacher's Guide; specify grade level) (each set) 60.00

AVAILABILITY: Order from Teaching Aids, Inc., P. O. Box 3527, Long Beach, Calif. 90803. Reels will be shipped unless cassettes are specified.

TITLE: **SPELLING IMPROVEMENT SERIES**

PUBLISHER: EMC Corp., 180 Sixth St., St. Paul, Minn. 55101

SUBJECT MATTER: Language Arts: spelling

PURPOSE: To improve the student's ability to spell by concentrating on the causes of poor spelling

ENTRY LEVEL: 5th-grade reading ability

READABILITY: Grade level 5.0

READER ORIENTATION: Young and mature adults

FORMAT: The series consists of nine cassettes (or 18 open-reel tapes), three sets of workbooks (25 to a set), and a teacher's guide. Spelling lists concentrate on problem areas of misspelled words. A tape deck or cassette player is necessary for playback. The student is given a pretest based on word meanings. After he attempts to fill in skeleton words, he listens to the lesson tape. The instructor on the tape repeats the definition, says the word, discusses the difficulty of the word, then spells it.

FEEDBACK AND RECORD KEEPING: Directions are given on tape by the narrator to the listener. The student follows these directions in completing the exercises in his workbook. Each tape corresponds to a set of exercises. Answers are given in the teacher's guide.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: The program is individualized so the student can use it in a classroom or at home with a minimum of instructor time.

TIME TO COMPLETE: Approximately 10 to 15 hours

VALIDATION: Not available

COST: Spelling Improvement Series . . . . $ 69.85

AVAILABILITY: Immediate from publisher

TITLE: **COMMUNICATIONS I, II, III**

PUBLISHER: Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607

SUBJECT MATTER: Language Arts: reading and writing skills based on a linguistic approach

PURPOSE: To develop a basic reading vocabulary, and ability to write and spell all words in the student's reading vocabulary. Student also learns to punctuate sentences using capital letters, periods, commas and question marks, and to alphabetize to the fourth letter.

ENTRY LEVEL:
Book I: Functional illiteracy, with elementary English speaking vocabulary
Book II: 3rd-grade reading skills and/or completion of Book I (preferred)
Book III: 5th-grade reading skills and/or completion of Books I and II (preferred)

READABILITY:
Book I: Ranges from grade levels 0.0 to 3.0
Book II: Ranges from grade levels 3.0 to 5.0
Book III: Ranges from grade levels 5.0 to 7.0

READER ORIENTATION: Adults

FORMAT: The partially self-instructional program consists of three consumable text-workbooks with spiral binding. Each book is illustrated and consists of practice and review exercises. Since directions and instructions are addressed to the student, no separate instructor's manual is provided.

FEEDBACK AND RECORD KEEPING: The student's book is a personal record of his work and allows him to chart his progress. Cumulative review exercises test comprehension of material covered.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Requires varying degrees of teacher supervision. May be easily adapted to individual student work and needs. It is necessary for the supervisor to read instructions to students working in Book I.

TIME TO COMPLETE: Approximately 40 to 60 hours to finish each book, varying widely with the individual

VALIDATION: Not available

COST:
Book I: "Getting Started" . . . . $ 2.32
Book II: "On Your Way" 2.32
Book III: "Full Speed Ahead" 2.32

AVAILABILITY: Immediate from publisher

TITLE:	**LEARNING YOUR LANGUAGE ONE AND TWO**	
PUBLISHER:	Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607	
SUBJECT MATTER:	Reading and Language Arts: comprehension and composition skills integrated with literature selections	
PURPOSE:	To develop reading comprehension, word-attack, and vocabulary skills, to increase speed, and to provide practice in oral and written English. Student should master the skills equal to grade level 7.0 upon completion.	
ENTRY LEVEL:	Program One (six units): 4th-grade reading skills Program Two (six units): 5th-grade reading skills	
READABILITY:	Ranges from 4.0 to 5.0 grade levels	
READER ORIENTATION:	Young and mature adults	
FORMAT:	The complete program, available in softbound or hardbound texts, is a 12-unit series with six units at each level. The softbound edition consists of individually bound, consumable, paperback booklets containing all the prereading activities, literature selections, and skill-development activities. The hardbound edition offers prereading activities and literature selections in a single text. To go with it, two separate paperbound booklets containing skills development activities are available. The hardbound text can be reused and the skills development activities booklets reordered.	
FEEDBACK AND RECORD KEEPING:	The teacher provides immediate feedback. Teacher-graded progress tests follow each unit. Two general retention tests follow units 3 and 6.	
REMEDIATION:	Not specified	
FLEXIBILITY AND SUPERVISION:	Suitable for individual use but designed for group instruction. An instructor is recommended for guiding group discussion and evaluating student progress.	
TIME TO COMPLETE:	Approximately 10 to 20 hours to complete each book. Completion of the two levels varies with individual students.	
VALIDATION:	Not available	
COST:	Learning Your Language One, Two (hardbound, 1969 copyright):	
	Student Text	$ 4.92
	Teacher's Guide	2.00
	Skills Development Booklet (each)	2.64
	Unit Tests and Key (pad of 10 complete sets)	2.04
	Learning Your Language One, Two (softbound):	
	Student Text (set of 6 Unit Booklets)	5.60
	Replacement Booklets (specify unit and program) (each)	1.20
	Teacher's Guide (essential)	2.00
	Comprehension Checks (1 complete set)	2.52
	Unit Tests and Key (pad of 10 complete sets)	2.04
AVAILABILITY:	Immediate from publisher	

TITLE: **SYSTEMS FOR SUCCESS—BOOKS 1 AND 2**

PUBLISHER: Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607

SUBJECT MATTER: Language Arts, Mathematics, Reading

(See Multi-Subject section.)

TITLE: **SPELLING AND ENGLISH USAGE**

PUBLISHER: General Learning Corp., Career Advancement Programs, 753 Fairfield Ave., Bridgeport, Conn. 06604

SUBJECT MATTER: Language Arts: spelling, grammar, punctuation, and capitalization

PURPOSE: In the spelling program, student learns consistent rules of spelling patterns, including word endings, single and double consonants, hyphenated words, plurals, contractions, and "ie-ei" rules. In the English usage program, student learns grammatical rules, including parts of speech, sentence construction, punctuation, and capitalization.

ENTRY LEVEL: 6th-grade skills in reading; completion of at least four years of an elementary spelling program

READABILITY: Grade level 6.0

READER ORIENTATION: Adults who have not completed high school and wish to prepare for the high school equivalency test

FORMAT: A total of seven consumable, self-instructional, sequentially programmed books containing a mastery test. Two books deal with spelling, five books with English usage. Answer keys accompany each book.

FEEDBACK AND RECORD KEEPING: Student receives immediate verification of each response. Mastery tests provide achievement results.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Designed for individual use at home or in a classroom. Minimum supervision is required.

TIME TO COMPLETE: Approximately 20 to 30 hours for entire series

VALIDATION: Not available

COST:

"Spelling" (includes two books, instructions, and masks)	$ 5.60
"English Usage" (includes five books, Course Mastery Test, instructions, and masks)	14.00

[Answer keys are provided at no charge with each shipment.]

AVAILABILITY: Immediate from publisher

TITLE: **MODERN ENGLISH (SPELLING AND PUNCTUATION)**

PUBLISHER: Grolier Educational Corp., 845 Third Ave., New York, N.Y. 10022

SUBJECT MATTER: Language Arts: spelling and punctuation

PURPOSE: To teach specific composition skills: spelling fundamentals, proofreading, contractions, homonyms, sentence structure, correct punctuation

ENTRY LEVEL: Spelling: 3rd-grade reading skills
Punctuation: 6th-grade reading skills

READABILITY: Ranges from grade levels 3.0 to 6.0

READER ORIENTATION: Young adults

FORMAT: Each of the two consumable programs is available as a programmed textbook or in teaching-machine format. Each book is divided into individual frames for programmed instruction and provides space for the student to write in his answers. The MIN/MAX machine is required for use with the teaching-machine format.

FEEDBACK AND RECORD KEEPING: Programmed text or teaching machine provides immediate confirmation of all written answers. Answers to post- or achievement tests are contained in the instructor's manual.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Programs are intended for individual use. Supervision is not required except to give instruction in using the teaching machine or textbook mask and to evaluate post- or achievement tests.

TIME TO COMPLETE: Spelling: 12 to 24 hours for the program
Punctuation: 5 to 10 hours for the program

VALIDATION: Not available

COST:

Spelling:	
Teaching-Machine Format	$ 12.50
Programmed-Text Format (336 pp.)	13.50
Punctuation:	
Teaching-Machine Format	7.50
Programmed-Text Format (200 pp.)	8.50
MIN/MAX Teaching Machine	25.00

AVAILABILITY: Immediate from publisher

TITLE:	**ENGLISH LESSONS FOR ADULTS**
PUBLISHER:	Harcourt Brace Jovanovich, Inc., 757 Third Ave., New York, N.Y. 10017
SUBJECT MATTER:	Language Arts: reading, spelling, vocabulary, pronunciation, and elementary composition
PURPOSE:	To develop the basic English skills needed to obtain a job or acquire a better one
ENTRY LEVEL:	Adults with four or fewer years of education and having a rudimentary knowledge of English
READABILITY:	Ranges from grade levels 0.0 to 2.0 in reading
READER ORIENTATION:	Primarily for adults in major-city areas who are unable to read or write English
FORMAT:	The series consists of three consumable, basic-education workbooks, each of which contains 100 to 150 pages and is heavily illustrated. The illustrations are designed as useful aids to word identification. In Book 1, for example, the adult student associates familiar objects with the printed word for those objects. In Books 2 and 3 the illustrations provide certain clues for reading and vocabulary comprehension. Each workbook lesson is built around real-life situations and emphasizes the vocabulary basic to these situations.
FEEDBACK AND RECORD KEEPING:	Each student maintains his own workbook. At the back of the workbooks are "teacher helps" with suggestions for each lesson.
REMEDIATION:	Review lessons (nine in Book 1, eight in Book 2, and twelve in Book 3) give added practice with skills that may prove difficult. Basic word lists for vocabulary review are at the back of the workbook.
FLEXIBILITY AND SUPERVISION:	Student can work entirely on his own, but an instructor may be required to monitor progress and assign helpful exercises.
TIME TO COMPLETE:	90 hours for all three books
VALIDATION:	Not available
COST:	Complete Program . . . . $ 2.97
AVAILABILITY:	Immediate from publisher

TITLE: **WRITING: PATTERNS AND PRACTICE**

PUBLISHER: Harcourt Brace Jovanovich, Inc., 757 Third Ave., New York, N.Y. 10017

SUBJECT MATTER: Language Arts: sentence patterns, writing skills, and essential grammatical skills

PURPOSE: To learn to write practical English sentences and paragraphs after successfully completing the program

ENTRY LEVEL: 4th-grade reading ability

READABILITY: Not specified

READER ORIENTATION: Culturally disadvantaged young adults

FORMAT: Three consumable books. Book I introduces basic English sentence patterns. Books II and III continue to emphasize the English sentence and to teach types of writing useful in daily living. This includes letter writing, resumes, reports, and filling out applications. Also included are creative self-expression exercises. The books present only grammatical facts and terms directly related to writing. Because it is designed for the culturally disadvantaged student, the program includes exercises, illustrations, and examples that should be familiar to him.

FEEDBACK AND RECORD KEEPING: Each book makes extensive use of self-correcting exercises. Answers are written directly in the book and help the student keep a record of his own progress.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Although the series has been designed primarily for classroom use, it is equally suitable for individual use, provided that arrangements are made for checking the student's work.

TIME TO COMPLETE: Approximately 60 to 80 hours

COST: Complete Program (includes 3 books and 3 teacher's manuals) . $ 7.50

AVAILABILITY: Immediate from publisher

TITLE: **HOFFMAN READING ACHIEVEMENT PROGRAM**

PUBLISHER: Hoffman Information Systems, 5623 Peck Rd., Arcadia, Calif. 91006

SUBJECT MATTER: Language Arts and Reading: reading comprehension, vocabulary development, and elementary syntax

PURPOSE: To increase comprehension skills, vocabulary, use of words, and understanding of syntax to a 7.0 grade level

ENTRY LEVEL: 2nd-grade reading skills

READABILITY: Ranges from grade levels 2.0 to 7.0

READER ORIENTATION: Young and mature adults

FORMAT: A student-operated projector/viewer coordinates a filmstrip with a phonograph record. Three separate programs for each of four reading levels (grades 3.0 to 6.0) are presented in 12 sets. Each set consists of ten albums (30 albums per level). Each album also contains four filmstrips and two records. Student workbooks accompany each album. Student operates the projector/viewer himself and corrects his own workbook, using information on the projector. A teacher's guide and supplementary story booklets provide additional material for reinforcement, review, and reading fluency.

FEEDBACK AND RECORD KEEPING: Workbook answers are given on the projector when the student is ready. Student records the results of each lesson on a graph in the workbook.

REMEDIATION: Programs are designed to concentrate on particular skills and can be sequenced according to the needs of the student. Diagnostic tests are being developed to help the teacher determine specific language-arts deficiencies of each student and select appropriate remedial material for him.

FLEXIBILITY AND SUPERVISION: May be used by one student or by small groups of six or less. Minimal teacher supervision needed since each student maintains his own answer book.

TIME TO COMPLETE: 20 hours of instruction for each grade level

VALIDATION: El Monte School District, El Monte, Calif.: 200% increase in reading ability; Bessemer, Ala.: 175% increase

COST:

Hoffman Mark IV Projector	$ 339.00
Headsets (with jack box) (for 6 students)	68.00
Albums (complete set of 30 each for grade levels 3.0 to 6.0)	375.00

AVAILABILITY: Immediate from Information Systems, 901 H. St., Suite 210, Sacramento, Calif. 95814

TITLE: **TROUBLESHOOTER**

PUBLISHER: Houghton Mifflin Co., 110 Tremont St., Boston, Mass. 02107

SUBJECT MATTER: Language Arts: grammar, spelling, and vocabulary development

PURPOSE: To provide specific remedial work in spelling, word building, sentence structure, punctuation, and standard English. Upon successful completion of program, student should have achieved a 7.0 grade level in these skills.

ENTRY LEVEL: 5th-grade reading skills. Pretests indicate specific skill deficiencies and place the student in Set A exercises.

READABILITY: Grade level 5.0

READER ORIENTATION: Young and mature adults

FORMAT: Seven student workbooks, a teacher's annotated edition for each workbook, and an answer book for the class

FEEDBACK AND RECORD KEEPING: The student checks his answers in the Class Answer Book. Scores on review tests provide additional feedback. When mastery of a skill is indicated on the diagnostic test, the student goes on to the pretest for the next lesson.

REMEDIATION: If the student does not demonstrate mastery of Set A exercises and requires additional teaching and reinforcement, he proceeds with Set B exercises. After his work has been completed, he takes Review Test B.

FLEXIBILITY AND SUPERVISION: Although some supervision is required, the workbooks are intended primarily as self-teaching, self-correcting, self-directing tools.

TIME TO COMPLETE: Approximately 40 hours

VALIDATION: Not available

COST:

Complete Program (including 7 workbooks, 7 teacher's editions, and the Class Answer Book)	$ 8.79
"Troubleshooter" (complete set of 7 student workbooks)	3.72
Each (specify workbook 1, 2, 3, 4, 5, 6, or 7)	.69
Teacher's Annotated Edition (complete set of 7)	4.50
Class Answer Book	.75
Duplicating Master (in preparation)	

AVAILABILITY: Immediate from publisher (Consult with publisher for availability of duplicating master.)

TITLE: **ADULT BASIC COMMUNICATIONS**

PUBLISHER: Ken Cook Transnational, 9929 W. Silver Spring Rd., Milwaukee, Wis. 53225

SUBJECT MATTER: Language Arts: basic skills required for reading and writing; World of Work

(See Multi-Subject section.)

TITLE: **AUDIO-LINGUAL ENGLISH**

PUBLISHER: The Macmillan Co., School Div., 866 Third Ave., New York, N.Y. 10022

SUBJECT MATTER: Language Arts: English as a second language

PURPOSE: To develop English-language proficiency from beginning through intermediate levels

ENTRY LEVEL: 1st-grade English language skills

READABILITY: Ranges from grade levels 1.0 to 6.0

READER ORIENTATION: Adults learning English as a second language

FORMAT: The course consists of six consumable workbooks, accompanied by a teacher's guide and 230 tapes. A tape deck is necessary for playback. See COST for additional information.

FEEDBACK AND RECORD KEEPING: Immediate through tape playback. Student workbooks serve as a permanent record of the student's work.

REMEDIATION: Tapes can be played back as many times as necessary to assure comprehension of the material.

FLEXIBILITY AND SUPERVISION: A self-instructional language laboratory designed to permit the student to proceed at his own rate. Supervision of tape library and equipment is necessary.

TIME TO COMPLETE: Approximately 250 to 300 hours

VALIDATION: Not available

COST:

Workbook 1	$ 4.20
Workbook 2	3.75
Workbook 3	4.50
Workbook 4	4.20
Workbook 5	3.75
Workbook 6	3.50
Teacher's Guide	3.20
Open-reel Tapes (40) for Workbook 1	200.00
Open-reel Tapes (20) for Workbook 2	135.00
Open-reel Tapes (40) for Workbook 3	200.00
Open-reel Tapes (40) for Workbook 4	200.00
Open-reel Tapes (40) for Workbook 5	230.00
Open-reel Tapes (50) for Workbook 6	250.00

AVAILABILITY: Immediate from publisher

TITLE: **OPERATION ALPHABET**

PUBLISHER: Noble & Noble Publishers, Inc., 750 Third Ave., New York, N.Y. 10017

SUBJECT MATTER: Reading, Writing, World of Work

(See Multi-Subject section.)

TITLE: **REMEDIAL READING PROGRAM**

PUBLISHER: Open Court Publishing Co., 1039 Eighth St., LaSalle, Ill. 61301

SUBJECT MATTER: Reading, Language Arts: reading, word attack, spelling, writing, and composition

PURPOSE: To serve as an intensive phonics approach to the teaching of reading. After developing word-attack skills, the materials are correlated to teach reading, writing, spelling, and composition. As a total language-arts remedial program it is designed to advance the student by at least one academic year.

ENTRY LEVEL: 4th-grade skills in reading comprehension and vocabulary

READABILITY: Ranges from grade levels 1.0 to 4.0

READER ORIENTATION: Although the program material appeals to young adults from a variety of backgrounds, it has special inner-city applications.

FORMAT: The program has three main parts: phonic sessions, oral reading and discussion sessions, and composition sessions. Materials include texts, sound cards, sentence cards, phonograph records, progress charts, response cards, and teacher's guides. The program starts at the beginning of reading instruction by using a code-breaking approach designed to create phonetic word-attack skills. Students hear, see, say, and write each of the 43 basic sounds as they are encountered in logical progression.

FEEDBACK AND RECORD KEEPING: Charts are used to record student progress.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: The program is designed solely for classroom use and requires the full-time presence of a teacher. It does have built-in flexibility in that the materials within each lesson are arranged by level of difficulty. The teacher can therefore assign the lists of simpler words to the slower students and lists of more difficult words to the more advanced students.

TIME TO COMPLETE: 75 to 90 instructional hours

VALIDATION: Program has been field-tested in more than 100 classrooms. Consult publisher for further details.

COST:

Classroom materials (including Teacher's Guide to "Breaking the Code," Teacher's Guide to "A Magic World," Word Line Book, 1 set of Wall Sound Cards, 1 set of Sound Flash Cards, 2 sets of Individual Sound Cards, 1 set of Word Line Sentence Cards, Phonograph Record No. 2, Penmanship Paper, and 1 package of Progress Charts)	$ 35.00
Individual materials including "Breaking the Code" (Basic Student Text), "A Magic World" (student hardbound reader), Response Cards (for developing ability to identify sounds), and "Men and Moments" (series of 20 looseleaf stories for supplementary reading)	7.00

AVAILABILITY: Immediate from publisher

TITLE: **MECHANICS OF LANGUAGE**

PUBLISHER: Perceptual Development Labs., P. O. Box 1911, Big Spring, Tex. 79720

SUBJECT MATTER: Language Arts: grammar and communication skills

PURPOSE: To develop skills in the fundamentals of grammar resulting in an ability to communicate effectively on an 8.0 grade level

ENTRY LEVEL: Approximately 4th- or 5th-grade skills in English grammar and usage

READABILITY: Grade level 4.0

READER ORIENTATION: Adults

FORMAT: Nineteen 16mm films, two instructor books, and a student workbook. A Perceptoscope, which must be used with the program, is designed to serve as:

1. A motion-picture projector, presenting the picture at normal or slow-motion speeds
2. A pacing projector, providing controlled, or paced projection of materials
3. A tachistoscope, providing flash projection
4. A slide projector, showing any single frame for an unlimited time

FEEDBACK AND RECORD KEEPING: Student charts his own progress.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Designed for group instructional situations for 20 students or less. An instructor is required to operate equipment and explain program.

TIME TO COMPLETE: Approximately 20 to 40 hours

VALIDATION: Not available

COST:

Complete Program	$1,190.00
Perceptoscope Mark III Model 100	1,595.00
Perceptodapter	66.00
Projection Lamp, DKP	27.50
Wheelit Projection Stand and Cart	68.00

AVAILABILITY: Immediate from publisher

TITLE: **HIGH SCHOOL EQUIVALENCY PREP PROGRAM**

PUBLISHER: Programs for Achievement in Reading, Inc., Abbott Park Pl., Providence, R.I. 02903

SUBJECT MATTER: Reading, English, Mathematics

(See Multi-Subject section.)

TITLE: **BASIC COMPOSITION SERIES II, GRADES 5 AND 6**

PUBLISHER: Science Research Associates Inc., 259 E. Erie St., Chicago, Ill. 60611

SUBJECT MATTER: Language Arts: composition

PURPOSE: To develop writing skills on a 6.0 grade level, including topic selection, careful observation, logical organization, economy, variety, vividness, and precision

ENTRY LEVEL: 4th-grade level in spelling, sentence structure, and punctuation skills

READABILITY: Grade level 5.0

READER ORIENTATION: Young adults

FORMAT: Packaged in one kit, the program contains supplementary lessons divided into seven progressively difficult units. Included are booklets that provide answers to tests, a teacher's handbook, and a writer's notebook. The notebook contains writing assignments, suggested topics, and pages for writing answers to test questions.

FEEDBACK AND RECORD KEEPING: The student checks his own answers to test questions. In addition, he can compare his written assignment with model compositions. The teacher also provides feedback after checking periodic major compositions.

REMEDIATION: If a student's test indicates a need for additional study, he is directed to one of the supplementary lessons.

FLEXIBILITY AND SUPERVISION: The program is designed for individual student use. Instructor's time is required for special teaching problems, individual conferences, and evaluation of major compositions.

TIME TO COMPLETE: Approximately 60 minutes for each lesson, varying with the individual

VALIDATION: Not available

COST:

Writing Skills Laboratory	$ 99.95
Writer's Notebook	1.32
Additional Teacher's Handbook	1.44
Specimen Set	5.67

AVAILABILITY: Immediate from publisher

RELATED MATERIALS: Three additional labs, called Basic Composition Series III, grades 7.0 to 8.0, follow the same format as described for the Series II Lab. Each additional lab requires more advanced entry-level skills. The first advanced lab focuses on narration, the second on description, and the third on exposition. For additional information contact the publisher.

TITLE: **BASIC SKILLS SERIES: GRAPH AND PICTURE STUDY SKILLS KIT, ORGANIZING AND REPORTING SKILLS KIT**

PUBLISHER: Science Research Associates Inc., 259 E. Erie St., Chicago, Ill. 60611

SUBJECT MATTER: Language Arts

PURPOSE: Student learns to interpret, on at least a 7.0 grade level, graphic forms, photographs, editorial cartoons, charts, and diagrams, and to develop reporting, note-taking, and outlining skills.

ENTRY LEVEL: 4th-grade educational background

READABILITY: Ranges from grade levels 4.0 to 6.0

READER ORIENTATION: Young adults

FORMAT: Each kit contains Study Cards, Skill Cards, Key Cards, a Pupil Booklet, and a Teacher's Handbook. The Study Cards familiarize the student with the idea he must grasp. The Skill Cards contain exercises, and the Key Cards provide answers. The Pupil Booklet contains Activity Projects, and the Teacher's Handbook contains explanations about using the program. Each kit contains progressively difficult lessons. Students may work simultaneously in each kit.

FEEDBACK AND RECORD KEEPING:	Student checks his own answers and keeps a record of his progress in his Pupil Booklet. He sees his improvement as he moves to progressively higher levels.	
REMEDIATION:	Student continues working on a specific skill, using different problems until mastery is attained.	
FLEXIBILITY AND SUPERVISION:	Designed for individual student use. An instructor is needed to introduce the program and to check the student's completed activities.	
TIME TO COMPLETE:	45 to 60 minutes for each lesson, varying with the individual	
VALIDATION:	Not specified	
COST:	Complete Organizing and Reporting Skills Kit	$ 143.80
	Pupil Booklets (1 per student) (each)	.87
	Teacher's Handbook (each additional copy)	2.87
	Specimen Set (each)	4.55
	Complete Graph and Picture Study Skills Kit	143.80
	Pupil Booklets (1 per student) (each)	.87
	Teacher's Handbook (each additional copy)	2.87
	Specimen Set (each)	4.55
AVAILABILITY:	Immediate from publisher	

TITLE:	**LISTENING SKILLS PROGRAM, INTERMEDIATE LEVEL**
PUBLISHER:	Science Research Associates Inc., 259 E. Erie St., Chicago, Ill. 60611
SUBJECT MATTER:	Language Arts: listening skills
PURPOSE:	To develop the following skills at a 6.0 grade level: auditory discrimination, instant recall, following directions, remembering sequence, listening for main ideas and details, listening for mood, inferring information, and distinguishing fact from opinion
ENTRY LEVEL:	3rd- or 4th-grade language-arts background. A recorded pretest is used to evaluate each student's listening ability and the specific skills he needs to practice.
READABILITY:	Not applicable because the program is completely auditory
READER ORIENTATION:	Young adults
FORMAT:	A series of 72 recordings available in three formats: tape cassettes, open-reel tapes, and 33⅓ rpm records. Each lesson contains instruction on a given skill, sample listening passages, a quiz about the content or a point made in the passage, and an opportunity for the student to check his answers to the quiz. A teacher's handbook contains classroom suggestions and answer keys for placement and achievement tests. A tape deck, a cassette player, or a record player is needed.
FEEDBACK AND RECORD KEEPING:	The student checks his own answers to each quiz. When he completes the program, he takes an achievement test. Improvement made by the student is shown by the results of these tests.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Individual student use with a minimum of instructor time to establish placement

TIME TO COMPLETE: Approximately 30 minutes for each lesson, varying with the individual

VALIDATION: Not available

COST: Complete Program:

Cassette	$ 297.00
Open-reel tape	249.00
Record (33⅓ rpm)	198.00

AVAILABILITY: Immediate from publisher

TITLE: **ACTIVITY-CONCEPT ENGLISH—ACE 301**

PUBLISHER: Scott, Foresman and Co., 1900 E. Lake Ave., Glenview, Ill. 60025

SUBJECT MATTER: Language Arts: basic language skills

PURPOSE: To develop a 9.0 grade level mastery in reading, writing, listening, speaking, sentence building, and spelling

ENTRY LEVEL: 4th-grade reading level

READABILITY: Ranges from grade levels 4.0 to 9.0

READER ORIENTATION: Young adults from cultural cross sections of the country

FORMAT: Program consists of the following interrelated components:
Four skillpads: one each for reading and study, spelling and handwriting, listening and speaking, sentence writing
Three paperbacks: a 224-page reading anthology, a 112-page reference and "solo" exercise book, and a 144-page action novel
Forty-six activity cardboards: for projects involving a wide variety of language skills
Teacher's Planbook: includes answer keys for all exercises

The ACE kit is designed to develop a wide range of basic language skills too varied to be formalized within a text-oriented program. The Planbook serves as a useful tool for implementing all ACE materials.

FEEDBACK AND RECORD KEEPING: Feedback is provided through teacher answer keys for all exercises. The Planbook also contains a Program Plans Chart that enables the teacher to determine what ACE materials will be used on any class day.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Designed for individual use at home or in the classroom. While supervision is not essential, it is highly recommended for maximum results.

TIME TO COMPLETE: 70 hours

VALIDATION: Consult publisher for field-test results.

COST:

Complete Program	$ 8.70
Teacher's Planbook	1.44

[Teacher's Planbook free with every 35 ACE programs ordered.]

AVAILABILITY: Immediate from publisher

RELATED MATERIALS: Also available is a sequel program, ACE 401, at $4.50.

TITLE: **BUILDING YOUR LANGUAGE POWER**

PUBLISHER: Silver Burdett Co., 250 James St., Morristown, N.J. 07960

SUBJECT MATTER: Language Arts: basic reading and writing skills

PURPOSE: To take adult illiterates from beginning steps in reading and writing to a reading vocabulary of 1,300 words

ENTRY LEVEL: Assumes functional illiteracy on the part of the adult entering the program

READABILITY: Ranges from grade levels 0.0 to 4.1

READER ORIENTATION: Young and mature adults

FORMAT: A series of six softcover, two-color work-textbooks. Each book is a self-directed basic reading program. The back of Book 6 contains an index of all words used in the series. A mask is attached to the back cover of each book for concealing answers.

FEEDBACK AND RECORD KEEPING: Each book provides a permanent record of the student's work.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Each book is intended for individual use and does not require the presence of a monitor, although some supervision is recommended.

TIME TO COMPLETE: Approximately 50 to 60 hours

VALIDATION: Not available

COST:

Complete Series (including a guide)	$ 8.30
Book 1	1.36
Book 2	1.28
Book 3	1.28
Book 4	1.12
Book 5	1.12
Book 6	1.08
"A Guide to Building Your Language Power"	.20

AVAILABILITY: Immediate from publisher

TITLE: **ENGLISH: YOUR NEW LANGUAGE**

PUBLISHER: Silver Burdett Co., 250 James St., Morristown, N.J. 07960

SUBJECT MATTER: Language Arts: basic language skills

PURPOSE: To develop skills at a 4.0 grade level in listening, speaking, reading, and writing English. The program teaches students to differentiate sounds and intonations and to put sounds and words together in correct patterns.

ENTRY LEVEL: Elementary speaking knowledge of English as a second language

READABILITY: Ranges from grade levels 0.0 to 4.0

READER ORIENTATION: Young and mature adults

FORMAT: A two-book series accompanied by flashcards, audio tapes, and optional take-home records. The book skills are presented in the form of oral English Dialogues and Pattern Practices. Pattern Practice consists of four types of structure drill: repetition, substitution, transformation, and response. One hundred fifteen flashcards contain 230 incomplete phrases drawn from the first ten units for practice in completing sentences. Tapes are available with and without pauses and include each dialogue and every pattern-practice drill. The records are 7" and contain all the dialogues and the beginning of each response drill.

FEEDBACK AND RECORD KEEPING: Oral communication is teacher-reinforced. It is also reinforced by controlled and graded reading and writing sections.

REMEDIATION: All materials are sequentially controlled. New elements are introduced only when students have gained automatic control of previous skills. Review materials are incorporated in the presentation of new skills.

FLEXIBILITY AND SUPERVISION: Considerable supervision is required since program is intended for use in classroom situations.

TIME TO COMPLETE: 100 hours for each text. Each unit requires 10 hours of classroom instruction.

VALIDATION: Not available

COST:

Book I:	
Consumable Text-workbook	$ 2.49
Teacher's Edition	3.30
Tapes (with pause) 17 per set	135.00
Tapes (pauseless) 17 per set	105.00
Set of 6 Records (7", 33⅓ rpm) @ $ .72 each	4.32
Flashcards	17.40
Book II:	
Consumable Text-workbook	2.49
Teacher's Edition	3.30

AVAILABILITY: Immediate from publisher

TITLE: **BASIC ENGLISH SERIES**

PUBLISHER: Steck-Vaughn Co., Box 2028, Austin, Tex. 78767

SUBJECT MATTER: Language Arts: basic language skills, including handwriting

PURPOSE: To help undereducated adult students improve their speaking and writing skills through an 8.0 grade level. Texts emphasize word attack, grammar, phonetics, and sentence structure.

ENTRY LEVEL: 3rd-grade reading level

READABILITY: Ranges from grade levels 3.0 to 6.0

READER ORIENTATION: Educationally disadvantaged young and mature adults

FORMAT: A series of consumable workbooks. See COST for titles and grade levels.

FEEDBACK AND RECORD KEEPING: None

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: The books are suitable for self-instruction. The need for supervision depends on student motivation.

TIME TO COMPLETE: Approximately 70 hours for the series

VALIDATION: Not available at this time

COST:

Complete Program	$ 11.92
Individual Items:	
"Building Word Power" (Grades 3-4) (Teacher's Manual included)	1.08
"Learning and Writing English" (Grades 3-4) (No Teacher's Manual)	1.08
"I Want to Read and Write" (Grades 3-4) (No Teacher's Manual)	1.08
"Beginning and Advanced Cursive Books" (Grades 3-8) (No Teacher's Manual)	1.44
"I Want to Learn English " (Grades 4-5) (No Teacher's Manual)	1.08
"Learning Our Language," Books 1 and 2 (Grades 6-8) (Teacher's Manual included)	2.00
"Language Exercises" (Grades 5-8) (No Teacher's Manual) . .	4.16

AVAILABILITY: Immediate from publisher

TITLE: **COMP-PACK**

PUBLISHER: Walker Educational Book Corp., 720 Fifth Ave., New York, N.Y. 10019

SUBJECT MATTER: Language Arts: composition

PURPOSE: To learn how to order thoughts and write clear, concise, well-organized compositions. Writing skill should be brought to a 9.0 grade level.

ENTRY LEVEL: 6th-grade writing and vocabulary skills

READABILITY:	Ranges from grade levels 6.0 to 9.0
READER ORIENTATION:	Young and mature adults
FORMAT:	The program consists of 13 Visuals (overlays) for use with the overhead projector, a Visual Clip to hold Visuals for projection, 23 Duplicating Masters to provide students with review and practice materials on each lesson, and a teacher's manual.
FEEDBACK AND RECORD KEEPING:	Suggested assignments as well as achievement and intermediate progress tests are made available to the student through the teacher's manual.
REMEDIATION:	Duplicating masters provide students with review and practice materials on each lesson.
FLEXIBILITY AND SUPERVISION:	Although each student has the opportunity to work on his own, the program is designed for use in a classroom situation and requires the presence of a teacher or an instructor.
TIME TO COMPLETE:	20 to 30 hours
VALIDATION:	None
COST:	Complete Comp-Pack Program . . . . $ 63.85
AVAILABILITY:	Immediate from publisher

MATHEMATICS

TITLE: **A.S.M.D. PROGRAMMED SERIES**

PUBLISHER: Addison-Wesley Publishing Co., Inc., 2727 Sand Hill Rd., Menlo Park, Calif. 94025

SUBJECT MATTER: Mathematics: basic computational skills

PURPOSE: To give instruction in the basic computational skills: addition, subtraction, multiplication, and division of whole numbers

ENTRY LEVEL: Students with from three to five years of mathematics instruction who have not mastered basic computational skills

READABILITY: Approximately grade level 4.0

READER ORIENTATION: Young and mature adults

FORMAT: Four short, consumable, programmed texts and a teacher's manual. Each text deals with one of the whole-number operations. The teacher's manual contains eight tests, two for each student text.

FEEDBACK AND RECORD KEEPING: Because the texts are programmed, the student receives immediate verification of each answer. Results from the achievement tests also provide a source of feedback.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Students complete each text independently. An instructor should be available for administering and evaluating tests.

TIME TO COMPLETE: Approximately 12 to 18 hours for the entire program, varying with the individual

VALIDATION: Not available

COST:

Complete Program (4 booklets)	$ 8.36
"Addition" (60 pp. paperback)	1.40
"Subtraction" (72 pp. paperback)	1.68
"Multiplication" (173 pp. paperback)	3.16
"Division" (102 pp. paperback)	2.12
Teacher's Manual (with tests)	1.68

AVAILABILITY: Immediate from publisher

TITLE: **BASIC MATHEMATICS: A PROBLEM SOLVING APPROACH**

PUBLISHER: Addison-Wesley Publishing Co., Inc., 2727 Sand Hill Rd., Menlo Park, Calif. 94025

SUBJECT MATTER: Mathematics: basic computational skills and some equations and formulas

PURPOSE: To give instruction in the fundamental concepts of arithmetic and to develop computational skills in mathematical patterns, equations, formulas, and multiplication and division of fractions and percents

ENTRY LEVEL: 4th- to 5th-grade mathematics instruction

READABILITY: Approximately grade level 4.0

READER ORIENTATION: Young and mature adults

FORMAT: Five paperbound, nonconsumable, programmed books. Each text is divided into five sections. The 25 sections are accompanied by 50 progress tests, two for each section. Answer keys for the tests are in the teacher's manual.

FEEDBACK AND RECORD KEEPING: Because the texts are programmed, the student receives immediate verification of each answer. The tests accompanying each section of the five texts provide another source of feedback.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: The program is designed to be used on an individual basis with minimal instruction. An instructor should be available to evaluate tests.

TIME TO COMPLETE: Approximately 5 hours for each of the 25 sections, varying with the individual

VALIDATION: Not specified

COST:

Complete Program (5 books)	$ 25.00
Book 1: "Patterns, The Pendulum, Discovering Numerical Relationships, Symbolic Representation" (208 pp.) (paperback)	5.00
Book 2: "Equations" (248 pp.) (paperback)	6.28
Book 3: "Equations, Formulas" (416 pp.) (paperback)	6.28
Book 4: "Fractions, Multiplication, and Division of Fractions" (416 pp.) (paperback)	6.28
Book 5: "Fractional Equations, Decimals, Percent, More Problems from Science" (520 pp.) (paperback)	6.28
Teacher's Manual (with answers to progress tests)	3.76
Progress Tests	5.00

AVAILABILITY: Immediate from publisher

TITLE: **INDIVIDUALIZING MATHEMATICS SERIES: SKILLS AND PATTERNS**

PUBLISHER: Addison-Wesley Publishing Co., Inc., 2727 Sand Hill Road, Menlo Park, Calif. 94025

SUBJECT MATTER: Mathematics: basic computational skills and elementary geometry

PURPOSE: To enable students to master the basic computational skills: addition, subtraction, multiplication, and division of whole numbers and fractions. Instruction dealing with sets, angles, metric geometry, number patterns, and decimals is also provided.

ENTRY LEVEL: Mathematics background equal to a 5th-grade level. Placement tests indicate student entry level.

READABILITY: Ranges from grade levels 4.0 to 5.0

READER ORIENTATION: Young adults

FORMAT: The program, accompanied by a teacher's strategy book, consists of four phases:

Motivational: The Motivational phase consists of four consumable booklets. Each booklet has 24 to 32 pages.

Mainstream: The Mainstream phase contains eight consumable booklets dealing with standard mathematics topics. Each booklet is divided into short units with a brief explanation followed by activities related to the new material.

In-Depth Topics: The In-Depth Topics strand is a non-consumable kit that is used after students have completed the Mainstream strand. The box contains four activity cards for each Mainstream booklet.

Testing Program: The testing program includes achievement tests for each Motivational booklet. Placement tests accompany each Mainstream book.

FEEDBACK AND RECORD KEEPING: Each student has his own records of placement and achievement test scores. Answer booklets are available for self-checking.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: The Motivational phase of the program is entirely teacher-directed. The Mainstream and In-Depth strands can be completed by individual students working at their own pace.

TIME TO COMPLETE: Approximately 200 hours

VALIDATION: The material was tested and developed with high school dropouts in a Title III project in West Palm Beach, Fla. Contact publisher for information on student gains.

COST:

Motivational Phase:	
"Probability"	$ 3.36
"Flow Chart"	3.36
"Geo-Board I"	3.36
"Slide Rule" (whole numbers)	3.36
Mainstream Phase:	
"Whole Numbers" (Operations and Relations)	3.36
"Sets" (Members and Subsets)	3.36
"Fractions" (Addition and Subtraction)	3.36
"Fractions" (Multiplication and Division)	3.36
"Angles" (Measurement and Measures)	3.36
"Metric Geometry" (Linear, Area, and Volume Measure)	3.36
"Number" (Patterns Theory)	3.36
"Decimals" (Meanings and Operations)	3.36
In-Depth Topics Kit	39.00

[All book prices are for one package of 5 paperback, consumable books.]

AVAILABILITY: Immediate from publisher

RELATED MATERIALS: In addition to the sequence described above, two additional programs that follow the same general format are available: *Patterns and Discovery* and *Discovery and Structure*. They deal with the more advanced skills taught in a junior high school and high school mathematics program. An enrichment kit is also available to accompany each program.

TITLE: **SULLIVAN BASAL MATHEMATICS**

PUBLISHER: Behavioral Research Laboratories, Ladera Professional Ctr., Box 577, Palo Alto, Calif. 94302

SUBJECT MATTER: Mathematics: basic computational skills

PURPOSE: To teach the fundamentals of addition, subtraction, multiplication, and division of whole numbers, fractions, and decimals through a 6.0 grade level

ENTRY LEVEL: Ability to count

READABILITY: Not applicable; there is no reading material in the program.

READER ORIENTATION: Adults of all ages; especially valuable with non-English-speaking nonreaders or low-level readers

FORMAT: Thirty-seven paperback, consumable, programmed texts, with placement examination, final examination booklet, teacher's record book, and student's record book

FEEDBACK AND RECORD KEEPING: Immediate verification of each response is provided in the programmed textbook. In-book tests and end-of-book tests are scored by the teacher and provide information about the student's progress. Both teacher and student are provided with booklets for recording scores on tests and examinations.

REMEDIATION: Failure to pass final examination for any individual textbook routes student automatically into "Sullivan Mathematics Laboratory." (See description in this catalog.)

FLEXIBILITY AND SUPERVISION: Designed for use with or without guidance from math teacher, in group situations or individually

TIME TO COMPLETE: Approximately 6 hours for each textbook, varying with the individual

VALIDATION: Not available

COST:

Textbooks 1 to 37 (each)	$ 1.99
Teacher's Manual	2.99
Placement Examination	.49
Guide to Placement Examination	.25
Final Examination Book	1.49
Key to Final Examination	.99
Key to In-Book Examinations	1.49
Teacher's Record Book	.49
Student's Record Book	.25
Complete Specimen Kit	41.16

AVAILABILITY: Immediate from publisher

TITLE: **SULLIVAN MATHEMATICS LABORATORY**

PUBLISHER: Behavioral Research Laboratories, Ladera Professional Ctr., Box 577, Palo Alto, Calif. 94302

SUBJECT MATTER: Mathematics: basic computational skills

PURPOSE: To teach the fundamentals of addition, subtraction, multiplication, and division of whole numbers, fractions, and decimals

ENTRY LEVEL: Ability to count

READABILITY: Not applicable; program contains no reading material

READER ORIENTATION: Adults of all ages; especially valuable for non-English-speaking nonreaders or low-level readers

FORMAT: One basic consumable programmed text divided into 12 units, twelve consumable 13-page "Focus" programmed texts, each related to a unit of the basic text, a teacher's manual, and a grade record book

FEEDBACK AND RECORD KEEPING: Evaluation is provided on each page of the text so that the student is constantly aware of his progress. Tests in the basic text at the end of each Focus book provide evaluation of progress. A record of progress is kept in the grade record folder.

REMEDIATION: Upon completion of each unit in the basic text, the student takes a test. If he scores less than 70%, he is required to complete the programmed Focus text that corresponds to that unit.

FLEXIBILITY AND SUPERVISION: Designed for use with or without guidance from a math teacher in group situations or individually. An instructor is recommended to assist as needed.

TIME TO COMPLETE: Approximately 20 hours to complete each unit in the basic text, and approximately 2 hours for each of the "Focus" books, varying with the individual

VALIDATION: Not available

COST:

Complete Sullivan Mathematics Laboratory Specimen Set (contains "Fundamentals of Mathematics," 12 books in the "Focus on Mathematics" Series, Teacher's Manual, and Grade Record Booklet)	$ 9.95
Classroom set for 30 pupils with complete instructions and support materials	149.95

AVAILABILITY: Immediate from publisher

TITLE: **THE CONSUMER MATHEMATICS SERIES**

PUBLISHER: Behavioral Research Laboratories, Ladera Professional Ctr., Box 577, Palo Alto, Calif. 94302

SUBJECT MATTER: Mathematics, World of Work, Consumer Education

(See Multi-Subject section.)

TITLE: **LESSONS FOR SELF-INSTRUCTION IN BASIC SKILLS: ARITHMETIC FUNDAMENTALS**

PUBLISHER: California Test Bureau/McGraw-Hill, Del Monte Research Park, Monterey, Calif. 93940

SUBJECT MATTER: Mathematics: basic computation skills

PURPOSE: Student should achieve mastery of basic computational skills of addition, subtraction, multiplication, and division.

ENTRY LEVEL:
Booklets A-B: 3rd- to 4th-grade reading skills
Booklet C: 5th-grade reading skills
Booklet D: 6th-grade reading skills
Booklets E-F: 7th- to 8th-grade reading skills
Booklet G: 9th-grade reading skills

Skill level of students should be determined before purchasing material since kit is available in two forms: a Junior Assortment, containing additional booklets for groups A-D, and a Senior Assortment, containing additional booklets for groups E-G.

READABILITY: Ranges from grade levels 3.0 to 9.0

READER ORIENTATION: Young and mature adults

FORMAT: The Arithmetic Fundamentals Kit contains 20 programmed Skill Booklets, four at each of five different levels. Additional copies of the same booklets are also in the kit. There are 240 student record sheets and one manual for teachers. In addition to the boxed assortment, placement tests called LSI Locators are available. These tests help the teacher decide at which level of the skill booklets the student should begin.

FEEDBACK AND RECORD KEEPING: The student is given immediate feedback as he progresses through each lesson. He also keeps a record of his progress on the record sheets.

REMEDIATION: When a student answers a question incorrectly, he is immediately provided with an explanation as to why his answer is incorrect, additional interpretation, and the opportunity to select the correct response.

FLEXIBILITY AND SUPERVISION: The kit is used on an individualized basis within a classroom situation or at home. Four or fewer students working on the same level or 20 or fewer students working at five different levels can use the kit at any given time. A minimum of outside instruction is necessary.

TIME TO COMPLETE: About 14 to 20 hours for the program

VALIDATION: Not available

COST:

Complete Kit	$ 69.00
Locator Test Pads (not included in kit)	
Locator Test Pad, Addition (each)	2.50
Locator Test Pad, Subtraction (each)	2.50
Locator Test Pad, Multiplication (each)	2.50
Locator Test Pad, Division (each)	2.50

Replacement Materials:

Manual for Teachers (each)	.75
Student Record Sheets (each additional pkg/25)	1.25

[1 Student Record Sheet free with each booklet]

AVAILABILITY: Immediate from publisher

TITLE: **INDEPENDENT LEARNING SERIES**

PUBLISHER: Charles E. Merrill Publishing Co., 1300 Alum Creek Dr., Columbus, Ohio 43216

SUBJECT MATTER: Mathematics: intermediate skills

PURPOSE: To develop to an 8.0 grade level a conceptual understanding of measurements, an additive method of subtraction, the decimal point in division, the use of the slide rule, probability, and basic statistics

ENTRY LEVEL: 5th-grade mathematics and reading comprehension skills

READABILITY: Grade level 5.0

READER ORIENTATION: Young and mature adults

FORMAT: Five different consumable skill booklets. Exercises, review questions, and answers are in each booklet.

FEEDBACK AND RECORD KEEPING: The student checks his own answers to review questions.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Individualized program format requiring minimal supervision

TIME TO COMPLETE: Approximately two hours for each booklet, varying with the individual

VALIDATION: Not available

COST:

Complete Program (including five copies of each of five booklets—25 booklets total)	$ 18.75
Individual Booklets:	
"Measures"	1.00
"Mental Arithmetic"	1.00
"The Decimal Point in Division"	1.00
"Probability and Statistics"	1.00
"The Slide Rule"	1.00

AVAILABILITY: Immediate from publisher

TITLE: **MERRILL MATHEMATICS SKILLTAPES**

PUBLISHER: Charles E. Merrill Publishing Co., 1300 Alum Creek Dr., Columbus, Ohio 43216

SUBJECT MATTER: Mathematics: basic computational skills

PURPOSE: To develop on a 7.0 grade level an understanding of fractions, decimals, and the base-10 system of counting. Student practices and gains proficiency in computational skills: addition, subtraction, multiplication, and division of whole numbers, fractions, and decimals.

ENTRY LEVEL: Addition and subtraction of whole-number combinations up to 10

READABILITY: None

READER ORIENTATION: Young and mature adults

FORMAT: Set contains 40 cassettes and ten copies each of nine consumable student study booklets. Each tape corresponds to a four-page lesson in one of the study books. The tape includes explanations, questions, and directions for each lesson. The student reads in his study booklet, writes answers to the exercises, and checks his work by listening again to the tape. A student progress chart is on the inside back cover of each book. A cassette player is required.

FEEDBACK AND RECORD KEEPING: The student receives immediate verification of answers to exercises and progress tests. He keeps a record of his progress on the student progress chart.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Completely individualized and self-instructional

TIME TO COMPLETE: Approximately 72 instructional hours for the program

VALIDATION: Not available

COST: Complete Set . . . . $ 295.00
[Individual packages of cassettes may be purchased; contact publisher for cost.]

AVAILABILITY: Immediate from publisher

TITLE: **PROGRAMMED MATHEMATICS**

PUBLISHER: Educational Sensory Programs, Inc., Jonesboro, Ark. 72401

SUBJECT MATTER: Mathematics: basic computational skills

PURPOSE: To bring the student with little or no mathematics background to a 5.0 grade level in basic skills including addition, subtraction, multiplication, and division of whole numbers and fractions

ENTRY LEVEL: Assumes little or no previous knowledge of basic mathematical concepts or skills. Student should be able to read and write numbers from 1 to 10.

READABILITY: Not relevant since series is presented on tape

READER ORIENTATION: Young and mature adults

FORMAT: The series consists of six programs, one each for the equivalent of grades 1.0 to 5.0 and one for general readiness. Each program contains a set of 12 tapes in either open-reel or cassette format and 12 pupil worksheets to be reproduced for each student. A tape deck or cassette player is necessary.

FEEDBACK AND RECORD KEEPING: Questions to the student are posed by the narrator on tape. The student writes his answers on the worksheets, and these serve as a permanent record of his work.

REMEDIATION: As this series of programmed tape lessons is sequential, the student does not go on to the following lesson until he has fully understood the preceding one.

FLEXIBILITY AND SUPERVISION: Designed for individual, small-group, or classroom use. Requires a minimum of supervision.

TIME TO COMPLETE: Approximately 6 to 8 hours for each grade level

VALIDATION: Not available

COST:

Complete Program	$ 360.00
Set of 12 tapes (cassettes or open-reel) and 12 student workbooks	60.00

AVAILABILITY: Immediate from publisher

TITLE: **MINISYSTEMS ELEMENTARY MATHEMATICS SERIES**

PUBLISHER: Electronic Futures, Inc., 57 Dodge Ave., North Haven, Conn. 06473

SUBJECT MATTER: Mathematics: basic skills and concepts

PURPOSE: To teach all the concepts and operations basic to mathematics curricula in Adult Education to a 6.0 grade level. These include addition, subtraction, multiplication, division, fractions, decimals, equalities, and inequalities.

ENTRY LEVEL: 3rd-grade mathematics background

READABILITY: Grade level 3.0

READER ORIENTATION: Young adults

FORMAT: Each MINISYSTEM for grades 4.0 to 6.0 consists of a prerecorded cassette, 30 consumable student-activity sheets, and a teacher's guide. MINISYSTEMS provide opportunities for student responses to questions and problems posed on the tape. When a response of more than a few seconds is required, a tone signals the student to turn the player off until he completes his response. In this way the student adjusts the speed of the program to his learning rate. For Levels E, F, and G (grades 4.0 to 6.0) the program offers 43 cassettes (or tapes), or MINISYSTEMS.

FEEDBACK AND RECORD KEEPING: Immediate feedback is provided through questions and answers on each MINISYSTEM. Student activity sheet is a record of the student's work.

REMEDIATION: Students needing further review simply replay the appropriate portions of the tape.

FLEXIBILITY AND SUPERVISION: Once a student has started the program, further assistance is not usually necessary; all instructions are provided by the tape or activity sheet. Although intended primarily for individualized instruction, the program can be used for group instruction with a junction box and additional headsets.

TIME TO COMPLETE: Approximately 40 hours for each level

VALIDATION: Not available

COST:

Level E (Grade 4 and above, Adult Basic Education):
15 MINISYSTEMS (1 Tape, 1 Teacher's Guide, 30 Activity Sheets for each system) . . . . $ 119.25
Level F (Grade 5 and above, Adult Basic Education):
14 MINISYSTEMS (1 Tape, 1 Teacher's Guide, 30 Activity Sheets for each system) 111.30
Level G (Grade 6 and above, Adult Basic Education):
15 MINISYSTEMS (1 Tape, 1 Teacher's Guide, 30 Activity Sheets for each system) 119.25

AVAILABILITY: Immediate from publisher

TITLE: **SELF-INSTRUCTIONAL BASIC MATHEMATICS, LEVELS 3, 4, 5**

PUBLISHER: Electronic Futures, Inc., 57 Dodge Ave., North Haven, Conn. 06473

SUBJECT MATTER: Mathematics

PURPOSE: To teach fundamental operations, concepts, and skills in addition, subtraction, multiplication, and division of whole numbers, fractions, and decimals. The student should extend his appreciation of mathematics through enrichment activities. The program focuses on such concepts as time, equalities, inequalities, rays, and angles.

ENTRY LEVEL: 3rd-grade mathematics skills

READABILITY: Not applicable

READER ORIENTATION: Young and mature adults

FORMAT: Three program levels, each of which is composed of Audio Flashcards, 30 consumable student workbooks, and a teacher's manual. All elements of the program are designed for use with the EFI Audio Flashcard Reader.

FEEDBACK AND RECORD KEEPING: The Answer Key included in the back of each workbook enables the student to evaluate his progress as he proceeds. Achievement tests are included in the Teacher's Manual for more comprehensive evaluation by the instructor.

REMEDIATION: Student reviews any skills he has not mastered.

FLEXIBILITY AND SUPERVISION: The system is designed to allow the student to proceed at his own pace and in terms of his specific needs. Through considerable portions of the program he can work independently of the teacher.

TIME TO COMPLETE: Approximately 40 hours for each level of the program

VALIDATION: Not available

COST:

"Self-Instructional Basic Mathematics" (Level 3) (including 1 Audio Flashcard Set [257 cards] 1 Teacher's Manual and 30 Student Workbooks)	$ 140.00
"Self-Instructional Basic Mathematics" (Level 4) (including 1 Audio Flashcard Set [289 cards] 1 Teacher's Manual and 30 Student Workbooks)	166.00
"Self-Instructional Basic Mathematics" (Level 4) (including 2 Audio Flashcard Sets [539 cards] 1 Teacher's Manual and 30 Student Workbooks)	263.00
EFI Flashcard Reader	250.00
with rechargeable battery	270.00

AVAILABILITY: Immediate from publisher

TITLE: **MATH LEARNING CENTER**

PUBLISHER: Encyclopaedia Britannica Educational Corp., 425 N. Michigan Ave., Chicago, Ill. 60611

SUBJECT MATTER: Mathematics

PURPOSE: To provide individualized instruction in these skill areas (alphabetically): addition, algebraic expressions, bases, decimals, division, equations, exponents, factors, fractions, geometry, graphing, inequalities, measurements, multiplication, numerical systems, percent, ratio, subtraction, sets, and word problems. Student achieves a 7.0 grade level in these skills.

ENTRY LEVEL: 4th-grade mathematics skills. The index of the teacher's manual makes it possible to pinpoint the individual need, find the appropriate topic, and select the lesson that best solves the individual problem. The same tests that evaluate a student's understanding of problems can be used to diagnose weaknesses before making assignments.

READABILITY: Grade level 6.0

READER ORIENTATION: Young and mature adults

FORMAT: Series provides instruction in nine subject areas and contains a total of 206 books, including six teacher's manuals. See COST for further details.

FEEDBACK AND RECORD KEEPING: Questions in the back of the teacher's manual relate to each assignment to determine whether the student has grasped the subject he has just studied. End-of-unit progress tests and final examinations also are included.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Although teacher supervision is required, the program allows each student to proceed at his own pace.

TIME TO COMPLETE: Not specified

VALIDATION: Not available

COST: Complete Program (including 2 bookcases) . . . . $ 398.50
Without bookcases 349.50

The complete learning center includes the following materials:

Title	No. of Sets	Price per set
Basic Mathematics (5 vol., 1 supplement)	7	$12.00
Whole Numbers and Numerals (2 vol., 1 supplement)	5	8.50
Introduction to Mathematics (4 vol., 1 supplement)	7	12.00
Arithmetic of the Whole Numbers (2 vol., 1 supplement)	5	8.50
Introduction to Modern Mathematics (4 vol., 1 supplement)	7	12.00
Preparing for Algebra (1 volume)	5	2.75
Ratios and Proportions (1 volume)	5	2.75
Introduction to Verbal Problems in Algebra (1 volume)	4	3.50
Modern Algebra (5 vol., 5 supplements)	5	12.00

AVAILABILITY: Immediate from publisher

TITLE: **SYSTEMS FOR SUCCESS—BOOKS 1 AND 2**

PUBLISHER: Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607

SUBJECT MATTER: Language Arts, Mathematics, Reading

(See Multi-Subject section.)

TITLE: **TURNER-LIVINGSTON READING SERIES**

PUBLISHER: Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607

SUBJECT MATTER: Reading, Mathematics, World of Work, Consumer Education

(See Multi-Subject section.)

TITLE: **MATHEMATICS FOR HOME AND BUSINESS**

PUBLISHER: General Learning Corp., Career Advancement Programs, 753 Fairfield Ave., Bridgeport, Conn. 06604

SUBJECT MATTER: Mathematics: basic computation skills related to consumer education

(See Multi-Subject section.)

TITLE: **THE THEORY OF NUMBERS**

PUBLISHER: General Learning Corp., Career Advancement Programs, 753 Fairfield Ave., Bridgeport, Conn. 06604

SUBJECT MATTER: Mathematics: basic computational skills

PURPOSE: To master basic computational skills: addition, subtraction, multiplication, and division of whole numbers, fractions, decimals, and percents

ENTRY LEVEL: 6th-grade level reading comprehension; 3rd-grade level mathematics

READABILITY: Grade level 6.0

READER ORIENTATION: Young and mature adults

FORMAT: Four self-instructional, sequentially programmed books, each containing a mastery test. Answer keys and a mask accompany each book.

FEEDBACK AND RECORD KEEPING: Student receives immediate verification of each response. Mastery tests provide achievement results.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Designed for individual use with minimum supervision

TIME TO COMPLETE: Approximately 10 hours

VALIDATION: Not specified

COST: Complete Program (including 4 books, answer keys, instructions, and mask) . . . . $ 11.20

AVAILABILITY: Immediate from publisher

TITLE: **ELEMENTARY ARITHMETIC**

PUBLISHER: Grolier Educational Corp., 845 Third Ave., New York, N.Y. 10022

SUBJECT MATTER: Mathematics: basic computational skills

PURPOSE: To teach basic concepts in multiplication, division, decimals, and fractions

ENTRY LEVEL: 3rd-grade reading, addition, and subtraction skills

READABILITY: Ranges from grade levels 3.0 to 4.5

READER ORIENTATION: Adults in need of improving basic math skills

FORMAT: Each of three programs is available in the consumable textbook or the teaching-machine format. Each book is divided into separate frames for programmed instruction and provides space for the student to write his answers. The MIN/MAX machine is used with the teaching-machine format only.

FEEDBACK AND RECORD KEEPING: The programmed text or teaching machine provides immediate confirmation of all written answers. Answers to post- or achievement tests are listed at the end of the text (or in the instructor's manual for the teaching-machine format).

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Programs are intended for individual use. Supervision is not required except for students who need instruction when using the teaching machine or textbook mask. An instructor should be available for evaluating tests when the teaching-machine format is used.

TIME TO COMPLETE: Approximately 45 to 60 hours

VALIDATION: Not available

COST:

Multiplication and Division:	
Teaching-machine Format	$ 10.00
Text Format (346 pp.)	11.00
Decimal Numbers:	
Teaching-machine Format	12.50
Text Format (533 pp.)	13.50
Fractions:	
Teaching-machine Format	10.00
Text Format (130 pp.)	11.00
MIN/MAX Teaching Machine	25.00

AVAILABILITY: Immediate from publisher

TITLE: **MODERN MATHEMATICS FOR ACHIEVEMENT–FIRST AND SECOND COURSES**

PUBLISHER: Houghton Mifflin Co., Educational Div., 110 Tremont St., Boston, Mass. 02107

SUBJECT MATTER: Mathematics: basic computational skills and elementary geometry

PURPOSE: To teach practical mathematics concepts and skills ranging from basic addition, subtraction, multiplication, and division of whole numbers to elementary geometry

ENTRY LEVEL: No previous mathematics background necessary

READABILITY: Ranges from grade levels 4.0 to 6.0

READER ORIENTATION: Young and mature adults

FORMAT: Eight 48-page books with 23 lessons for each of the two courses. The program is accompanied by a teacher's annotated edition for each student book and a teacher's guide for each course.

FEEDBACK AND RECORD KEEPING: Each book serves as a workbook for the student's use and contains progress tests, each covering one third of the lessons in the book. Answers are available on a separate key.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Suitable for classroom or individual use. Close supervision is required to introduce new concepts and to evaluate exercises and tests.

TIME TO COMPLETE: About 45 hours for each course

VALIDATION: Not available

COST:

Student's Edition:	
First Course (set of 8)	$ 3.60
Second Course (set of 8)	3.60
Teacher's Edition:	
First Course (set of 8)	4.20
Second Course (set of 8)	4.20
Teacher's Guide:	
First Course	.30
Second Course	.30
Progress Tests with Answers:	
First Course	.54
Second Course	.54

AVAILABILITY: Immediate from publisher

TITLE: **INTERMEDIATE MATH PROGRAM**

PUBLISHER: Imperial International Learning, Box 548, Rt. 54 South, Kankakee, Ill. 60901

SUBJECT MATTER: Mathematics: basic computational skills, measurement, and sets

PURPOSE: To provide individualized instruction in the basic mathematical concepts of addition, subtraction, multiplication, division, fractions, decimals, percent, measurement, and sets. Completion of the program is equivalent to mastery of 6.0 grade level skills.

ENTRY LEVEL: 3rd-grade math skills

READABILITY: Grade level 3.0

READER ORIENTATION: Young and mature adults

FORMAT: Each of a series of 40 open-reel tapes or cassettes is accompanied by a consumable four-page response booklet. For quick evaluation of progress, all answers are included in the teacher's manual.

FEEDBACK AND RECORD KEEPING: Student responses are self-checked through answers given by the narrator. The last page of the booklet in most lessons contains teacher-evaluated review exercises. The student is asked to complete these lessons independently after the tape has finished playing.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Lessons may be presented to individuals, to small groups, or to an entire class. Minimum teacher supervision required since the program is self-correcting and the student may work at his own pace.

TIME TO COMPLETE: 30 to 45 minutes for each lesson

VALIDATION: Not available

COST: Complete Program (including 30 pupil response booklets for each tape and three teacher's manuals):

Open-reel Tape	$ 299.00
Cassettes	339.00
Additional Pupil Response Booklets (pkg/30)	1.95
Additional Teacher's Manuals	2.25

AVAILABILITY: Immediate from publisher

TITLE: **LEARNING SKILLS SERIES: ARITHMETIC**

PUBLISHER: McGraw-Hill Book Co., 330 W. 42nd St., New York, N.Y. 10036

SUBJECT MATTER: Mathematics: basic computation skills related to consumer education

(See Multi-Subject section.)

TITLE: **PROGRAMMED MATH (BOOKS 1-9)**

PUBLISHER: McGraw-Hill Book Co., 330 W. 42nd St., New York, N.Y. 10036

SUBJECT MATTER: Mathematics: basic computational skills

PURPOSE: To teach basic computational skills: addition, subtraction, multiplication, and division of whole numbers, fractions, and decimals

ENTRY LEVEL: Ability to count from 1 to 100. A placement test pinpoints specific weaknesses and places each student in the appropriate course of study.

READABILITY: Ranges from grade levels 3.0 to 6.0

READER ORIENTATION: Young and mature adults

FORMAT: Series includes nine consumable programmed textbooks, nine books of problems, a placement examination, a book of progress tests, and a teacher's manual.

FEEDBACK AND RECORD KEEPING: Every sixth page of the programmed text is an in-book test the student uses to check himself. In addition, each text has two 20-item exams. Progress test booklets are available to instructors who want to make an additional check of student's progress.

REMEDIATION: The problem books correspond directly to the textbooks and offer students additional practice in solving a particular type of mathematical problem.

FLEXIBILITY AND SUPERVISION: An instructor is required for administering and evaluating tests and for providing individual assistance. Each book is divided into programmed lesson units so that the student can work at his own pace.

TIME TO COMPLETE: 4 to 8 hours for each text, varying with the individual

VALIDATION: Not available

COST: Teaching Skills and Word Problems:

Book One: "Basic Addition"	$ 2.60
Book Two: "Advanced Addition"	2.60
Book Three: "Subtraction"	2.60
Book Four: "Multiplication"	2.60
Book Five: "Division"	2.60
Book Six: "Fractions"	2.60
Book Seven: "Decimals"	2.60
Book Eight: "Measurements"	2.60
Book Nine: "Consumer Math"	1.72
Instructor's Guide (for Books 1-8)	7.64
Placement Examination (for Books 1-8)	3.24
Progress Tests Booklet (for Books 1-8)	1.20

AVAILABILITY: Immediate from publisher

TITLE: **ELEMENTARY MATH FILM LOOPS**

PUBLISHER: The Macmillan Co., 866 Third Ave., New York, N.Y. 10022

SUBJECT MATTER: Mathematics: visual approach to basic mathematical skills and concepts

PURPOSE: To help the beginning student achieve mastery of fundamental mathematic disciplines, such as basic computation, fractions, elementary geometry, measurement, graphing, and logic. Completion of the program should increase his ability to an 8.0 grade level.

ENTRY LEVEL: Knowledge of mathematic skills on approximately a 1.5 grade level

READABILITY: Extremely low; almost all words are explained by pictures

READER ORIENTATION: Adults in need of improving basic math skills

FORMAT: A set of 40 single-concept film loops in Super 8mm cartridges. Included with each film loop is a guide sheet which includes a synopsis of the film, a list of related film loops, ideas for use of the film, exercises, and follow-up activities. A Kodak or Technicolor Super 8mm-film-loop projector is essential. Concept-related activity pages accompany each loop.

FEEDBACK AND RECORD KEEPING: Not specified

REMEDIATION: Repeat-loop format enables student to study film until concept is fully understood.

FLEXIBILITY AND SUPERVISION: Program can be used by individual students with minimal instructor supervision. Loops can be projected on a screen for group instruction.

TIME TO COMPLETE: Approximately 20 to 30 hours for the program

VALIDATION: Not available

COST: Film loop (each) . . . . $ 19.50

AVAILABILITY: Immediate from publisher

TITLE: **SKILL IN BASIC MATHEMATICS WITH WRITE AND SEE**

PUBLISHER: New Century, 440 Park Ave. S., New York, N.Y. 10016

SUBJECT MATTER: Mathematics

PURPOSE: To help students who lack basic mathematic concepts and skills develop 6.0 grade level proficiency in performing fundamental operations of whole numbers and working with fractions, decimals, percents, and ratios

ENTRY LEVEL: The ability to perform basic computations with whole-number combinations from 1 to 10

READABILITY: Grade level 4.0

READER ORIENTATION: Young adults

FORMAT: The program consists of five consumable, soft-cover workbooks, a teacher's manual, and Write and See crayons.

FEEDBACK AND RECORD KEEPING: Immediate feedback is provided with the Write and See crayons. After working each problem, the student checks his answer by rubbing the answer box with the crayon.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: The program is suitable for individual, small group, or classroom use. Some supervision is required to monitor student progress. When used with small groups, different workbooks can be assigned to different groups according to achievement level.

TIME TO COMPLETE: 30 to 40 hours

VALIDATION: Not available

COST:

Complete Set (includes 1 copy each of Books A-E and 5 Write and See Crayons)	$ 4.80
Book A: "Fundamental Operations"	4.65*
Book B: "Understanding Fractions"	4.65*
Book C: "Using Fractions"	4.65*
Book D: "Understanding Decimals"	4.65*
Book E: "Decimals, Percents, and Ratios"	4.65*
Comprehensive Teacher's Manual	.21
Box of 12 Write and See Crayons	.48
Box of 36 Write and See Crayons	1.35

*Per unit of five books

AVAILABILITY: Immediate from publisher

TITLE: **COMPUTATIONAL SKILLS**

PUBLISHER: Perceptual Development Labs., P. O. Box 1911, Big Spring, Tex. 79720

SUBJECT MATTER: Mathematics: basic computational skills

PURPOSE: To correct deficiencies in computational skills through practice in fundamental mathematics

ENTRY LEVEL: 1st-grade computational skills

READABILITY: Ranges from grade levels 4.0 to 6.0

READER ORIENTATION: Young and mature adults

FORMAT: Two 16mm films provide motivation and orientation on number systems. Twenty-eight lesson films teach number systems, basic number combinations, and computational processes. One film covers measurement. Eighteen film loops provide association and recall drills. An instructor's manual, student workbooks, and a program carrying case are included. The program must be used with a perceptoscope, which is designed to serve as:

1. A motion-picture projector, presenting the picture at normal or slow-motion speeds
2. A pacing projector, providing controlled or paced projection of materials
3. A tachistoscope, providing flash projection
4. A slide projector, showing any single frame for an unlimited time

The perceptoscope can be accompanied by a perceptodapter (which is a lens adapter), a projection lamp, and a projection stand and cart.

FEEDBACK AND RECORD KEEPING: Student charts his own progress once the instructor has evaluated workbook responses.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Individualized and group instructional situation for up to 20 students. An instructor may be required for equipment operation.

TIME TO COMPLETE: Approximately 30 hours for the program

VALIDATION: Not available

COST:

Complete Program	$1,485.00
Perceptoscope Mark III Model 100	1,595.00
Perceptodapter	66.00
Projection Lamp, DKP	27.50
Wheelit Projection Stand and Cart	68.00

AVAILABILITY: Immediate from publisher

TITLE: **HIGH SCHOOL EQUIVALENCY PREP PROGRAM**

PUBLISHER: Programs for Achievement in Reading, Inc., Abbott Park Pl., Providence, R.I. 02903

SUBJECT MATTER: Reading, English, Mathematics

(See Multi-Subject section.)

TITLE: **COMPUTATIONAL SKILLS DEVELOPMENT KIT**

PUBLISHER: Science Research Associates Inc., 259 E. Erie St., Chicago, Ill. 60611

SUBJECT MATTER: Mathematics: basic computational skills

PURPOSE: To provide supplementary practice in the computational skills of addition, subtraction, multiplication, and division of whole numbers, fractions, decimals, and percentages

ENTRY LEVEL: 5th-grade level mathematics skills

READABILITY: Grade level 6.0

READER ORIENTATION: Young and mature adults

FORMAT: The kit contains 30 copies of 16 diagnostic tests, 397 copies of 165 exercise cards, 16 reference cards, a teacher's guide, and one student record book.

FEEDBACK AND RECORD KEEPING: The student records his progress in his student record book. Periodic progress tests help to determine whether or not the student is mastering the skills.

REMEDIATION: If skills on exercise cards are not mastered, the reference cards contain additional explanations of each skill to give help in problem areas.

FLEXIBILITY AND SUPERVISION: The program is designed for individual student use in a classroom situation. Instructor required for administering and evaluating placement tests.

TIME TO COMPLETE: Approximately 20 to 30 minutes for each lesson, varying with the individual

VALIDATION: Not available

COST:

Complete Kit	$ 96.67
Student Record Book (each)	.69
Teacher's Guide (each additional copy)	1.57

AVAILABILITY: Immediate from publisher

TITLE: **MATHEMATICS**

PUBLISHER: Steck-Vaughn Co., P. O. Box 2028, Austin, Tex. 78767

SUBJECT MATTER: Mathematics: basic skills and concepts

PURPOSE: To assist students in mastering basic mathematics skills to a 7.0 grade level with stress on basic computation of whole numbers, study of percent, measurement, ratio and proportion, and simple equations

ENTRY LEVEL: Ability to identify whole numbers

READABILITY: From a 1.0 or 2.0 grade level to approximately a 5.0 grade level

READER ORIENTATION: Young and mature adults

FORMAT:	The program consists of four consumable text-workbooks in two separate series and a refresher course called "Working With Numbers." This is a consumable work-text beginning with the simplest addition facts and covering every phase of arithmetic to a 5.0 grade level	
FEEDBACK AND RECORD KEEPING:	Each work-text contains explanations, model solutions to problems, exercises, reviews, progress tests, and answer keys.	
REMEDIATION:	"Working with Numbers" is used primarily for review purposes.	
FLEXIBILITY AND SUPERVISION:	The books are intended for individualized self-instruction.	
TIME TO COMPLETE:	Approximately 20 to 30 hours	
VALIDATION:	Not available	
COST:	Complete Program (set of 5 books)	$ 5.12
	"Steps to Mathematics," Books 1 and 2 (grades 1 to 4)	1.76
	"Basic Essentials of Mathematics," Books 1 and 2 (grades 5 to 9)	2.00
	"Working with Numbers"	1.36
AVAILABILITY:	Immediate from publisher	

WORLD OF WORK

TITLE: **THE MOTT BASIC LANGUAGE SKILLS PROGRAM**

PUBLISHER: Allied Education Council, Galien, Mich. 49113

SUBJECT MATTER: Language Arts, Reading, Consumer Education, World of Work

(See Multi-Subject section.)

TITLE: **THE CONSUMER MATHEMATICS SERIES**

PUBLISHER: Behavioral Research Laboratories, Ladera Professional Ctr., Box 577, Palo Alto, Calif. 94302

SUBJECT MATTER: Mathematics, World of Work, Consumer Education

(See Multi-Subject section.)

TITLE: **JOBS**

PUBLISHER: Behavioral Research Laboratories, Ladera Professional Ctr., Box 577, Palo Alto, Calif. 94302

SUBJECT MATTER: World of Work

PURPOSE: To develop in minority-group trainees the attitudes and techniques needed to find a job and to teach them to evaluate their own qualifications, experience, personal attributes, and handicaps

ENTRY LEVEL: 6th-grade level skills in reading

READABILITY: Ranges from grade levels 6.0 to 6.5

READER ORIENTATION: Young adults and members of minority groups in need of developing more employable behaviors and attitudes

FORMAT: A consumable, programmed textbook, "Jobs," is accompanied by a consumable supplement, "Job Book," and a teacher's manual. As students learn to solve the problems presented in the programmed text, they also learn to evaluate their own employable characteristics, prospects, and plans for employment. The teacher's manual provides suggestions for guiding group discussion.

FEEDBACK AND RECORD KEEPING: Preparing the personal evaluation for the "Job Book" provides self-evaluation for the student. The programmed text gives immediate verification of responses.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Maximum effectiveness is gained when the student works through the programmed text individually while participating in teacher-guided group instruction.

TIME TO COMPLETE: Approximately 10 hours for the program

VALIDATION: Not available

COST:

"Jobs"	$ 2.97
"Job Book"	.99
Teacher's Manual	1.49

AVAILABILITY: Immediate from publisher

TITLE: **WHY WORK SERIES**

PUBLISHER: Behavioral Research Laboratories, Ladera Professional Ctr., Box 577, Palo Alto, Calif. 94302

SUBJECT MATTER: Reading, World of Work

(See Multi-Subject section.)

TITLE: **THE WORLD OF WORK**

PUBLISHER: Educational Resources, Inc., P. O. Box 353, Old Chelsea Stat., New York, N.Y. 10011

SUBJECT MATTER: World of Work

PURPOSE: To help the trainees understand the work environment and on-the-job interpersonal relationships. The student should gain an idea of the behavior expected of him by employers, supervisors, and fellow workers and the behavior that will lead him to advance or be fired.

ENTRY LEVEL: 4th-grade reading ability

READABILITY: Not relevant; material is 98% audio

READER ORIENTATION: Designed primarily for youths and minority-group members with little or no work experience

FORMAT: A complete program contains 20 prerecorded cassettes, 24 student record booklets, and an instructor's guide. The material is sufficient for as many as 24 students. Of the 20 cassettes, 14 consist of lessons and 6 of discussions. Each cassette presents three problem situations. A TPQ 200-tape cassette player is required.

FEEDBACK AND RECORD KEEPING: The student answers all lesson and review questions contained on the tapes directly in the student record booklet and scores the results himself. This booklet serves as a progress chart as well as a permanent record of his work.

REMEDIATION: Five review questions follow each of the 14 lessons. At least four of these should be answered correctly before going on to the next lesson.

FLEXIBILITY AND SUPERVISION: The program can be self-administered. No special instructor training is required. It can be used individually or in small- or large-group situations.

TIME TO COMPLETE: Approximately 20 to 30 hours

VALIDATION: Case studies available from publisher

COST:

Complete Program:	
With TPQ Cassette Player	$ 249.50
Without TPQ Cassette Player	224.00
Instructor's Guide (each additional copy)	1.50
Student Booklets (each additional copy)	.15

AVAILABILITY: Immediate from publisher

TITLE: **HELP YOURSELF TO A JOB, PARTS I, II, III**

PUBLISHER: Finney Co., 3350 Gorham Ave., Minneapolis, Minn. 55426

SUBJECT MATTER: World of Work

PURPOSE: To teach disadvantaged young adults the basic information they need to apply for and hold a job. Areas of interest include the filling out of an application form, the differences between skilled, semiskilled, and unskilled jobs, information about payrolls, employer-employee relations, and the attitudes and behavior necessary to keep a job.

ENTRY LEVEL: 3rd-grade reading comprehension

READABILITY: Ranges from grade levels 3.0 to 6.0

READER ORIENTATION: Educationally and socially disadvantaged young adults

FORMAT: Three consumable work-textbooks containing pictures and samples of typical forms encountered in industry. Each textbook contains short descriptive sections interspersed with questions and/or drills. Vocabulary sections are given at the conclusion of each book.

FEEDBACK AND RECORD KEEPING: Each book provides a permanent copy of the student's work that allows for checking answers to the "Questions to Help You Understand" section.

REMEDIATION: Several subjects, such as application forms and help-wanted ads, are reintroduced to provide review and supplemental information.

FLEXIBILITY AND SUPERVISION: Designed for individual student use but suitable for small-group study as well

TIME TO COMPLETE: Approximately 15 to 20 hours for the three books

VALIDATION: Contact the Special Education Dept., Hempstead High School, Hempstead, N.Y.

COST:

Complete Set (3 books)	$ 4.50
Individual books (each)	1.50

AVAILABILITY: Immediate from publisher

TITLE: **ACCENT/WORLD OF WORK**

PUBLISHER: Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607

SUBJECT MATTER: World of Work: work-related social skills

PURPOSE: To provide an understanding of work-related personnel skills such as interviewing for a job, getting promotions, and evaluating personal job qualifications

ENTRY LEVEL: 3rd-grade reading comprehension

READABILITY: Ranges from grade levels 3.0 to 4.0

READER ORIENTATION: Young adults from socially and educationally deprived backgrounds

FORMAT: A series of four consumable text-workbooks, each containing three work-related lessons. Structure of each lesson consists of a teacher-directed group discussion, a reading selection, and application exercises. Supplementary reading, writing, speaking, and discussion skills are provided through structured teacher-directed activities.

FEEDBACK AND RECORD KEEPING: Exercises are evaluated by the teacher since answer keys are not provided.

REMEDIATION: None

FLEXIBILITY AND SUPERVISION: Suitable for individual use but also recommended for group instruction

TIME TO COMPLETE: 12 to 15 hours

VALIDATION: Not available

COST:

"Getting That Job"	$ .92
"You and Your Occupation"	.92
"Keeping That Job"	.92
"You and Your Pay"	.92
Instructor's Book (specify text title) (each)	2.00

AVAILABILITY: Immediate from publisher

TITLE: **TURNER CAREER GUIDANCE SERIES**

PUBLISHER: Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607

SUBJECT MATTER: Reading: comprehension; World of Work

(See Multi-Subject section.)

TITLE: **TURNER-LIVINGSTON COMMUNICATION SERIES**

PUBLISHER: Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607

SUBJECT MATTER: Reading: supplementary reading; World of Work

(See Multi-Subject section.)

TITLE: **TURNER-LIVINGSTON READING SERIES**

PUBLISHER: Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607

SUBJECT MATTER: Reading, Mathematics, World of Work, Consumer Education

(See Multi-Subject section.)

TITLE: **ADULT BASIC COMMUNICATIONS**

PUBLISHER: Ken Cook Transnational, 9929 W. Silver Spring Rd., Milwaukee, Wis. 53225

SUBJECT MATTER: Language Arts: basic skills required for reading and writing; World of Work

(See Multi-Subject section.)

TITLE: **OPERATION ALPHABET**

PUBLISHER: Noble & Noble Publishers, Inc., 750 Third Ave., New York, N.Y. 10017

SUBJECT MATTER: Reading, Writing, World of Work

(See Multi-Subject section.)

TITLE: **WORLD OF WORK KIT**

PUBLISHER: McGraw-Hill Book Co., Inc., 330 W. 42nd St., New York, N.Y. 10036

SUBJECT MATTER: World of Work

PURPOSE: To acquaint the student with job-worker situations that influence his success in locating, applying for, keeping, and advancing in a job

ENTRY LEVEL: 5th-grade reading level

READABILITY: Grade level 5.0

READER ORIENTATION: Written for multiethnic appeal, the program appeals to young and mature adults.

FORMAT: Fifty 4-page, illustrated, fictional stories about job-worker situations packaged in a kit. Each story is followed by multiple choice, short answer, or discussion questions. A teacher's guide is included.

FEEDBACK AND RECORD KEEPING: Multiple choice, short answer, and discussion questions are evaluated by the teacher and provide the basis for group discussion.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Series can be used for individual or group instruction and requires limited teacher involvement.

TIME TO COMPLETE: Approximately 20 hours for the complete program

VALIDATION: Not available

COST:

Complete Kit	$ 69.50
Teacher's Guide	1.00

AVAILABILITY: Immediate from publisher

TITLE: **INDUSTRIAL SAFETY**

PUBLISHER: Perceptual Development Labs., P.O. Box 1911, Big Spring, Tex. 79720

SUBJECT MATTER: World of Work

PURPOSE: To develop student awareness of the effects of accidents on the health of employees, including costs of accidents both for company operation and individual earning power

ENTRY LEVEL: Not applicable; all material is on film

READABILITY: Not applicable; all material is on film

READER ORIENTATION: Young and mature adults

FORMAT: Six 16mm films in color. A conference program is included with the basic structure for guiding group discussion provided in the Instructor's Guide. The program must be used with a Perceptoscope. (For description of Perceptoscope, refer to the *Job Attitudes* program, published by Perceptual Development Labs.)

FEEDBACK AND RECORD KEEPING: Not specified

REMEDIATION: None

FLEXIBILITY AND SUPERVISION: Designed for group instruction of up to 20 students. Presence of a supervisor is required for guiding discussion.

TIME TO COMPLETE: Approximately ten hours for the program

VALIDATION: Not specified

COST:

Complete Program	$ 710.00
Perceptoscope Mark III Model 100	1,595.00
Perceptodapter	66.00
Projection Lamp, DKP	27.50
Wheelit Projection Stand and Cart	68.00

AVAILABILITY: Immediate from publisher

TITLE: **JOB ATTITUDES**

PUBLISHER: Perceptual Development Labs., P.O. Box 1911, Big Spring, Tex. 79720

SUBJECT MATTER: World of Work

PURPOSE: To develop positive job attitudes through understanding company organization and the way employees help make a successful company

ENTRY LEVEL: 4th- or 5th-grade reading and writing skills

READABILITY: Grade level 4.0

READER ORIENTATION: Young and mature adults

FORMAT: Six 16mm demonstration/discussion films in color. Films deal with orientation, the key points of good attitudes, how to improve attitudes, and how good attitudes benefit the employee. Student workbooks and an instructor's manual accompany the films. The program must be used with a Perceptoscope, which is designed to serve as:

1. A motion picture projector, presenting the picture at normal or slow-motion speeds
2. A pacing projector, providing controlled or paced projection of materials
3. A tachistoscope, providing flash-projection capabilities
4. A slide projector, showing any single frame for an unlimited time

The Perceptoscope can be accompanied by a Perceptodapter (which is a lens adapter), a projection lamp, and a projection stand and cart.

FEEDBACK AND RECORD KEEPING: Teacher evaluates answers to workbook exercises. Student keeps a record of progress on the improvement progress chart.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Individualized and group instructional situations. An instructor is required to evaluate exercises and to lead group discussions.

TIME TO COMPLETE: Approximately 10 hours for completion of the program

VALIDATION: Not specified

COST:

Complete Program (for 20 students)	$ 945.00
Perceptoscope Mark III Model 100	1,595.00
Perceptodapter	66.00
Projection Lamp, DKP	27.50
Wheelit Projection Stand and Cart	68.00

AVAILABILITY: Immediate from publisher

TITLE: **NEW ROCHESTER OCCUPATIONAL READING SERIES**

PUBLISHER: Science Research Associates Inc., 259 E. Erie St., Chicago, Ill. 60611

SUBJECT MATTER: Reading, World of Work

(See Multi-Subject section.)

TITLE: **YOUR ATTITUDE IS CHANGING**

PUBLISHER: Science Research Associates Inc., 259 E. Erie St., Chicago, Ill. 60611

SUBJECT MATTER: World of Work: employee attitudes

PURPOSE: To improve attitudes, motivation, and behavior; to prepare the student to keep and steadily progress in his job; and, to provide a guide to occupations in the service and selling fields

ENTRY LEVEL: 6th-grade reading-comprehension skills

READABILITY: Grade level 6.0

READER ORIENTATION: Young adults who are slower learners

FORMAT: A student text with illustrations and easy-to-follow format divided into three functional units. A teacher's guide accompanies the text.

FEEDBACK AND RECORD KEEPING: An objective measurement of student achievement does not accompany the program.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: The text can be used by students individually at home or in a classroom situation. When suggestions in the teacher's guide are used, the program is maximally effective.

TIME TO COMPLETE: Approximately 5 to 10 hours

VALIDATION: Not specified

COST:

Student Text (each)	$ 5.50
Teacher's Guide (included free with order of 8 or more student texts)	1.00

AVAILABILITY: Immediate from publisher

TITLE: **YOUR ATTITUDE IS SHOWING PROGRAM**

PUBLISHER: Science Research Associates Inc., 259 E. Erie St., Chicago, Ill. 60611

SUBJECT MATTER: World of Work: employee attitudes

PURPOSE: To enable the employee to develop positive attitudes toward his work, responsibilities, supervisors, fellow employees, and customers

ENTRY LEVEL: 5th- to 6th-grade comprehension skills

READABILITY: Ranges from grade levels 5.0 to 6.0

READER ORIENTATION: Young and mature adults

FORMAT: The boxed program includes a text titled "Your Attitude Is Showing," a leader's guide, a color slide film, a record to accompany the slide film, and a set of 12 attitude posters. A slide-film projector is necessary to implement the program.

FEEDBACK AND RECORD KEEPING: No objective measurement of student achievement accompanies the program.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Equally applicable on an individual basis or in a classroom situation. The kit contains materials for nine students or less; therefore, additional materials should be ordered for larger group situations. The Leader's Guide provides step-by-step instructions to an instructor to help him initiate and implement the program in a variety of ways.

TIME TO COMPLETE: Approximately 5 to 10 hours

VALIDATION: Not specified

COST:

Complete Program (for 9 or fewer students)	$ 75.00
Additional Student Text (each)	3.50
Additional Reader's Guide (included free with every order of 8 student texts)	1.25
Color Slide film (each)	50.00
Record (to accompany slide film) (each)	8.50
Attitude Posters (set of 12) (each)	22.50

AVAILABILITY: Immediate from publisher

TITLE: **EMPLOYMENT INFORMATION SERIES**

PUBLISHER: Steck-Vaughn Co., P. O. Box 2028, Austin, Tex. 78767

SUBJECT MATTER: World of Work

PURPOSE: To provide instruction on how to locate jobs, complete applications and interviews, and develop the attitudes and behavior necessary for job success

ENTRY LEVEL: 5th-grade reading comprehension and vocabulary skills

READABILITY: Ranges from grade levels 5.0 to 6.5

READER ORIENTATION: Disadvantaged young adults from underprivileged areas

FORMAT: "How to Get a Job and Keep It" is an illustrated, consumable work-textbook providing basic job information. A teacher's manual and answer key is available for checking answers to exercises. The accompanying work-textbook, "A Job for You," features job-related reading experiences.

FEEDBACK AND RECORD KEEPING: None

REMEDIATION: None

FLEXIBILITY AND SUPERVISION: The books are intended for home use. Supervision is not essential.

TIME TO COMPLETE: Approximately 20 hours for both books

VALIDATION: Not available

COST:

For both books (including Teacher's Manual)	$ 2.64

AVAILABILITY: Immediate from publisher

CONSUMER EDUCATION

TITLE: **THE MOTT BASIC LANGUAGE SKILLS PROGRAM**

PUBLISHER: Allied Education Council, Galien, Mich. 49113

SUBJECT MATTER: Language Arts, Reading, Consumer Education, World of Work

(See Multi-Subject section.)

TITLE: **THE CONSUMER MATHEMATICS SERIES**

PUBLISHER: Behavioral Research Laboratories, Ladera Professional Ctr., Box 577, Palo Alto, Calif. 94302

SUBJECT MATTER: Mathematics, World of Work, Consumer Education

(See Multi-Subject section.)

TITLE: **YOUR MONEY—GOING OR GROWING?**

PUBLISHER: Finney Co., 3350 Gorham Ave., Minneapolis, Minn. 55426

SUBJECT MATTER: Consumer Education

PURPOSE: To prepare the student for the problems he will face in the business world as a consumer

ENTRY LEVEL: 5th-grade reading level

READABILITY: Ranges from grade levels 5.0 to 7.0

READER ORIENTATION: Young adults from lower-income groups

FORMAT: A work-textbook in easy-to-read type. Included are illustrations and sample forms, such as charge-account applications. In preparing the student for money management, the book attempts to protect him from traps he may encounter as a consumer. Vocabulary-building sections on assignment pages aid the student in understanding the material he is reading.

FEEDBACK AND RECORD KEEPING: Instructor may wish to monitor the student's answers in assignment sections.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Suitable for individual home use. An instructor is not required unless the student wishes to have his work evaluated.

TIME TO COMPLETE: Approximately 2 to 4 hours for the entire program

COST: Text-workbook (approximately 60 pp.) . . . . $ 1.50

AVAILABILITY: Immediate from publisher

TITLE:	**TURNER-LIVINGSTON READING SERIES**
PUBLISHER:	Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607
SUBJECT MATTER:	Reading, Mathematics, World of Work, Consumer Education (See Multi-Subject section.)

TITLE:	**ACCENT/CONSUMER EDUCATION**
PUBLISHER:	Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607
SUBJECT MATTER:	Consumer Education: family economy
PURPOSE:	To provide information about family budgeting, insurance, credit, investment, and legal rights
ENTRY LEVEL:	7th-grade reading ability
READABILITY:	Ranges from grade levels 7.0 to 9.0
READER ORIENTATION:	Young and mature adults from socially and educationally deprived backgrounds
FORMAT:	A series of six consumable text-workbooks and a teacher's guide containing 138 structured daily lessons dealing with major areas of family economy. Each lesson is followed by exercises or sample subject-related forms.
FEEDBACK AND RECORD KEEPING:	The six booklets contain subject-related forms in addition to the exercises to check comprehension of the material. Objective test evaluation of progress is not provided.
REMEDIATION:	None
FLEXIBILITY AND SUPERVISION:	Easily adapted to individualized or group instruction. An instructor to provide feedback and guide discussion is recommended but not required.
TIME TO COMPLETE:	Approximately 25 hours for each book
VALIDATION:	Not available
COST:	

Complete Series (8 books)	$ 10.12
"Knowing How to Budget and Buy"	1.16
"Insuring Your Life"	1.16
"Income and Property"	1.16
"Social Insurance"	1.16
"The Law for You"	1.16
"Understanding Consumer Credit"	1.16
"Investing Your Savings"	1.16
"Teacher's Guide for Series"	2.00

AVAILABILITY:	Immediate from publisher

TITLE: **ACCENT/FAMILY FINANCES**

PUBLISHER: Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607

SUBJECT MATTER: Consumer Education: personal and family finances

PURPOSE: To provide information about solving such financial difficulties as budgeting, loans, taxes, and rental costs

ENTRY LEVEL: 5th- to 6th-grade reading level, 7th-grade basic arithmetic computational skills

READABILITY: Ranges from grade levels 5.0 to 6.0

READER ORIENTATION: Young and mature adults from socially and educationally deprived backgrounds. Especially interesting to newlyweds, working mothers, and those who have recently become independent of their parents.

FORMAT: A series of five consumable text-workbooks of various real-life income situations. Each booklet includes exercises that require practical application of the information given in the text. The corresponding teacher's edition for each text provides teaching suggestions and answers to exercises.

FEEDBACK AND RECORD KEEPING: Answers to the exercises are in the teacher's editions and may be evaluated by the student or by the teacher.

REMEDIATION: None

FLEXIBILITY AND SUPERVISION: Easily adapted to individualized or group instruction. An instructor to provide feedback and guide discussion is recommended but not required.

TIME TO COMPLETE: 20 to 25 hours for each book

VALIDATION: Not available

COST:

"Just Married"	$ .92
"Containers"	1.16
"Family of Five"	.92
"On Your Own"	.92
"Head of Household"	.92
Instructor's Book (separate manual for each text; specify by title) (each)	2.00

AVAILABILITY: Immediate from publisher

TITLE: **MATHEMATICS FOR HOME AND BUSINESS**

PUBLISHER: General Learning Corp., Career Advancement Programs, 753 Fairfield Ave., Bridgeport, Conn. 06604

SUBJECT MATTER: Mathematics: basic computation skills related to consumer education

(See Multi-Subject section.)

TITLE: **CONSUMER EDUCATION SERIES**

PUBLISHER: Ginn and Co., 125 Second Ave., Waltham, Mass. 02154

SUBJECT MATTER: Consumer Education

PURPOSE: To improve the consumer's purchasing habits by informing him how and where to shop and how to recognize and guard against misleading advertising and selling practices

ENTRY LEVEL: 3rd-grade reading comprehension level

READABILITY: Grade level 3.0

READER ORIENTATION: Young and mature adults

FORMAT: A series of five programmed, consumable, illustrated booklets

FEEDBACK AND RECORD KEEPING: Student receives immediate verification of each response. A review quiz is at the end of each booklet.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: The series is self-instructional but would be suitable as supplementary class material in a consumer-education class.

TIME TO COMPLETE: 5 hours for the program

VALIDATION: Not available

COST:

Books 1 to 5	$ 5.32
Group Leader's Guide	1.08

AVAILABILITY: Immediate from publisher

TITLE: **MODERN CONSUMER EDUCATION**

PUBLISHER: Grolier Educational Corp., 845 Third Ave., New York, N.Y. 10022

SUBJECT MATTER: Consumer Education

PURPOSE: To increase the student's awareness and knowledge of basic consumer topics. Each of the modules is concerned with one of the following categories:

1. Food, Clothing, and Shelter
2. Cars, Furniture, and Appliances
3. Protecting Family Health and Security
4. You and the Law
5. Ways to Handle Money
6. Ways to Shop

ENTRY LEVEL: 6th-grade reading and math skills

READABILITY: Grade level 6.0

READER ORIENTATION: Young and mature adults

FORMAT: The program consists of 27 programmed-learning texts (two copies each), 13 cassettes, two filmstrips, 180 consumable student record books (30 each of six text modules), a set of answer key cards, a wall chart, and an instructor's manual. A cassette player is required.

FEEDBACK AND RECORD KEEPING: Achievement and progress tests provide feedback. Questions are asked at the end of each section with the answers provided on the following page. Students chart their own progress in their student record books.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Designed primarily for individual instruction but can be adapted for group projects and activities. Supervision is helpful but not necessary.

TIME TO COMPLETE: Approximately 35 to 50 hours for the entire program

VALIDATION: None

COST:

Complete Kit (with cassette player)	$ 274.00
Complete Kit (without cassette player)	249.50

AVAILABILITY: Immediate from publisher

TITLE: **MONEY MANAGEMENT INSTITUTE**

PUBLISHER: Household Finance Corp., Prudential Plaza, Chicago, Ill. 60601

SUBJECT MATTER: Consumer Education: money management and consumer credit

PURPOSE: To assist families and individuals in the wiser use of funds and credit

ENTRY LEVEL: 4th-grade reading ability

READABILITY: Grade level 4.0

READER ORIENTATION: Low- or middle-income wage earners

FORMAT: A series of 12 money management booklets and one consumer credit booklet. Program also includes individual filmstrips and teacher's guides. A filmstrip projector is required for visual playback.

FEEDBACK AND RECORD KEEPING: Individual activities and group projects are outlined in the study guide.

REMEDIATION: None

FLEXIBILITY AND SUPERVISION: Recommended for individual or small-group use

TIME TO COMPLETE: From 5 to 10 hours for the series

VALIDATION: Not available

COST:

Complete Money Management Library (12 booklets)	$ 3.00
Money Management Teaching Guide	.25
Five Money Management Filmstrips (each)	1.75
Consumer Credit Booklet	.50
Consumer Credit Filmstrip and Record	2.50
Silent Consumer Credit Filmstrip (with script)	1.75

AVAILABILITY: Immediate from publisher

TITLE: **LEARNING SKILLS SERIES: ARITHMETIC**

PUBLISHER: McGraw-Hill Book Co., 330 W. 42nd St., New York, N.Y. 10036

SUBJECT MATTER: Mathematics: basic computation skills related to consumer education

(See Multi-Subject section.)

TITLE: **CONSUMER BUYING AND FAMILY LIVING**

PUBLISHER: Steck-Vaughn Co., P.O. Box 2028, Austin, Tex. 78767

SUBJECT MATTER: Consumer Education: money management, family economy

PURPOSE: To improve the student's understanding of economic aspects of everyday life, including money management and consumer buying, meal planning, and selecting and caring for clothing

ENTRY LEVEL: 3rd-grade reading comprehension and vocabulary skills

READABILITY: Ranges from grade levels 3.0 to 6.0

READER ORIENTATION: Young and mature adults from underprivileged areas

FORMAT: A series of five books, three of which are consumable work-text books. See COST for titles.

FEEDBACK AND RECORD KEEPING: Exercises following several reading selections permit the individual to demonstrate his comprehension of the material and to express his ideas or interpretation.

REMEDIATION: None

FLEXIBILITY AND SUPERVISION: The books are intended for home use. The presence of a monitor is suggested but not required.

TIME TO COMPLETE: Approximately 30 hours

VALIDATION: Not available

COST:

Complete Series	$ 6.48
"You and Your Money" (Grades 3-4) (including Teacher's Manual)	.88
"We Are What We Eat" (Grades 3-4) (including Teacher's Manual)	1.00
"Where Does Your Money Go?" (Grades 3-4) (including Teacher's Manual)	1.08
"New Fabrics, New Clothes, and You" (Grades 5-6, reusable) (no Teacher's Manual)	1.76
"The Care We Give Our Clothes" (Grades 5-6, reusable) (no Teacher's Manual)	1.76

AVAILABILITY: Immediate from publisher

MULTI-SUBJECT PROGRAMS

TITLE: **THE MOTT BASIC LANGUAGE SKILLS PROGRAM**

PUBLISHER: Allied Education Council, Galien, Mich. 49113

SUBJECT MATTER: Language Arts, Reading, Consumer Education, World of Work

PURPOSE: To take persons who read poorly and develop their basic reading and spelling skills. Subjects and skills taught are word-attack skills, spelling, writing, consumer education, basic grammar, commercial forms, and vocabulary needed for reading public media and employability material. The format allows the student to move toward reading proficiency in basic skills without measures of grade level.

ENTRY LEVEL: The student needs no previous reading skills. The entry level is at the prereading level if necessary. The Mott Program has two diagnostic instruments, the Placement Guide, and Book 160 Sound and Structure. The use of these two instruments permits the student to enter at his level of skill attainment.

READABILITY: Ranges from 0.0 to 6.0

READER ORIENTATION: Program is designed for use by multiethnic groups where English is spoken as a second language, special-education classes, and any adult or young adult student who reads poorly.

FORMAT: Text-workbook format with oral exercises. Two series are available covering the basic skills. One series is partially programmed and the other is conventional text-workbook format. Format teaches word-analysis skills in a fundamental learning-problem sequence employing the linguistic approach. See COST for complete program contents.

FEEDBACK AND RECORD KEEPING: The Book 160 Sound and Structure permits complete charting of student's progress in all skills he has studied. The text-workbooks have oral and written progress checks.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Semi-Programmed Series is designed for individual and small grouping of levels within a classroom. Minimum teacher supervision is required. Original Series is designed for standard classroom use and requires maximum teacher supervision.

TIME TO COMPLETE: Each text takes 30 to 50 instructional hours.

VALIDATION: The Mott Program was developed by adult teachers and in adult reading classrooms. Further information can be obtained from the publisher.

COST: Semi-Programmed Series:

Book 1301 (single consonant sounds and cursive writing review)	$ 1.40
Book 1302 (short vowels)	1.75
Book 1303 (multiple consonant blends and endings)	1.95
Book 1304 (difficult sounds, double vowels, etc.)	2.25
Books 1307 to 1310 (basic comprehension, grammar, and vocabulary) (each)	1.60
Teacher Manual and Resource Book	2.00

Original Series:	
Book 300A (consonant sounds, cursive writing, and short vowels)	$1.55
Book 300B (difficult sounds, double vowels, etc.)	1.75
Book 600A & B (basic comprehension, grammar, and vocabulary)	2.25
Book 900A & B (advanced grammar, spelling, vocabulary, and reading for content)	1.95
Teacher Manual and Resource Book	2.00
Comprehension Series: (Supplemental Books)	
160 Sound and Structure (condensation of basic skills)	1.75
Teacher Manual and Resource Book	1.50
Readers: (Supplemental Books)	
Lower Levels (2-3) (4 books) (each)	1.25
Higher Levels (3-5) (4 books) (each)	1.95
Word Bank (picture dictionary)	2.05
Basic Numbers and Money (consumer education)	1.75
A Head Start for Reading (prereading skills)	1.25
Diagnostic Placement Guide (pkg/25)	2.50

AVAILABILITY: Immediate from publisher

TITLE: **THE CONSUMER MATHEMATICS SERIES**

PUBLISHER: Behavioral Research Laboratories, Ladera Professional Ctr., Box 577, Palo Alto, Calif. 94302

SUBJECT MATTER: Mathematics, World of Work, Consumer Education

PURPOSE: To prepare the student to manage successfully the mathematics that will occur in his personal affairs and to increase the student's awareness of the importance of continuing his education as a means of improving his earning capacity

ENTRY LEVEL: Ability to make basic computations in addition, subtraction, multiplication, and division of whole numbers

READABILITY: Ranges from grade levels 6.0 to 7.0

READER ORIENTATION: Young adults

FORMAT: A seven-book series of consumable, paperback, programmed texts dealing with skills necessary for computing lifetime earnings, household budgets, consumer buying, income tax, insurance, and investments. Each text is accompanied by test booklets and a teacher's manual. Each book in the series may be used individually.

FEEDBACK AND RECORD KEEPING: Immediate verification of responses is provided in the texts. Teacher-scored tests provide additional information about student progress.

REMEDIATION: None

FLEXIBILITY AND SUPERVISION: Students complete each text individually, working at their own pace. An instructor is required for teaching students how to use the program, administering and scoring tests, and providing individual assistance.

TIME: 15 instructional hours for each text

VALIDATION: Not specified

COST:

Textbooks (complete set of 7)	$ 12.86
"Vocational Opportunities and Lifetime Earnings"	2.96
"The Pay Check"	2.96
"The Household Budget"	2.96
"The Wise Buyer"	2.96
"Income Tax"	2.96
"Insurance"	2.96
"Investments"	2.96
Teacher's Manual (separate manual for each text; specify by title) (each)	.78
Test Booklet (separate booklet for each text; specify by title) (each)	.48
Specimen Set	
Complete (includes all 7 textbooks, Teacher's Manuals, and Test Booklets)	21.68
Textbook (includes all 7 textbooks)	12.86
Individual (separate kit for each text includes text with accompanying Teacher's Manual and Test Booklet; specify by title) (each)	4.22

AVAILABILITY: Immediate from publisher

TITLE: **WHY WORK SERIES**

PUBLISHER: Behavioral Research Laboratories, Ladera Professional Ctr., Box 577, Palo Alto, Calif. 94302

SUBJECT MATTER: Reading, World of Work

PURPOSE: To develop reading comprehension skills, appreciation of development of character and plot, and a positive attitude toward the world of work

ENTRY LEVEL: 2nd-grade level in reading. Students who cannot read lowest-level reading selections are given Sullivan Placement examination and started in another reading series at an appropriate level.

READABILITY: Ranges from grade levels 2.0 to 7.0

READER ORIENTATION: Young adults who have not yet assumed major responsibilities in the working world

FORMAT: The kit contains 30 copies of each of 21 graded reading selections (each selection ranges from 500 to 1,000 words), a 3¾ ips open-reel tape on which eight of the stories are narrated, and a teacher's manual. Each reading selection is followed by self-test questions evaluating comprehension.

FEEDBACK AND RECORD KEEPING: The student checks his own answers to the comprehension exercises.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Suitable for use by groups of up to 30 students, although reading selections can be completed individually. Supervision is necessary for conducting group discussions.

TIME TO COMPLETE: Approximately 30 to 45 minutes for each reading selection, varying with the individual

VALIDATION:	Not available	
COST:	Complete Kit	$ 68.92
AVAILABILITY:	Immediate from publisher	

TITLE:	**SYSTEMS FOR SUCCESS–BOOKS 1 AND 2**	
PUBLISHER:	Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607	
SUBJECT MATTER:	Language Arts, Mathematics, Reading	
PURPOSE:	To develop reading comprehension, vocabulary, word-attack, handwriting, and spelling skills to an 8.0 grade level. Upon completion of both books, the student should be able to perform computational and problem-solving operations involving addition, subtraction, division, and multiplication of whole numbers, fractions, decimals, and percentages. He should also understand concepts related to averages, measurements, and graphs.	
ENTRY LEVEL:	Book 1: speaking knowledge of English Book 2: 4th-grade skills in reading comprehension and vocabulary and arithmetic whole-number operations	
READABILITY:	Ranges from grade levels 4.0 to 8.0	
READER ORIENTATION:	Functional illiterates of all age groups who have a basic speaking knowledge of English	
FORMAT:	Series of two consumable books with separate instructor's guides. The books can be used sequentially or individually. Book 1 is an integrated course in English, reading, arithmetic, spelling, and handwriting with a major emphasis on development of reading vocabulary and word-attack skills. Book 2 contains 28 reading lessons, 17 arithmetic lessons, and eight English lessons. Review-study exercises follow each lesson.	
FEEDBACK AND RECORD KEEPING:	The student's book is a personal record of his work and allows him to chart his progress. Cumulative review exercises test comprehension of the material covered.	
REMEDIATION:	Not specified	
FLEXIBILITY AND SUPERVISION:	Series is recommended for a group instructional situation with close teacher guidance. Each book, however, can be used on an individualized basis.	
TIME TO COMPLETE:	Ranges from 25 to 50 hours for each book, varying with the individual	
VALIDATION:	Not available	
COST:	Systems for Success, Book 1 or 2 (each)	$ 3.32
	Teacher's Guide (each)	6.00
AVAILABILITY:	Immediate from publisher	

TITLE: **TURNER CAREER GUIDANCE SERIES**

PUBLISHER: Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607

SUBJECT MATTER: Reading: comprehension; World of Work

PURPOSE: To provide information about a variety of jobs and work-related skills while developing reading comprehension and vocabulary skills

ENTRY LEVEL: 5th-grade reading ability

READABILITY: Ranges from grade levels 5.0 to 6.0

READER ORIENTATION: Young adults who are not academically oriented

FORMAT: Six consumable workbooks containing a total of 138 daily lessons. Illustrations such as charts, graphs, and business forms acquaint the student with broad job classifications and occupations. A teacher's guide contains suggestions and answers to exercises.

FEEDBACK AND RECORD KEEPING: Student answers questions at the end of each lesson. Questions are designed to measure understanding of material and to provide opportunity for self-analysis and appraisal of personality and aptitude skills. Feedback and evaluation is provided by the instructor.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Suitable for individual use, but recommended for small teacher-led discussion groups

TIME TO COMPLETE: Approximately 80 to 140 hours

VALIDATION: Not available

COST:

Complete Series (including Teacher's Guide)	$ 8.96
"Wanting a Job"	1.16
"Training for a Job"	1.16
"Starting a Job"	1.16
"Looking for a Job"	1.16
"Holding a Job"	1.16
"Changing a Job"	1.16
Teacher's Guide	2.00

AVAILABILITY: Immediate from publisher

TITLE: **TURNER-LIVINGSTON COMMUNICATION SERIES**

PUBLISHER: Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607

SUBJECT MATTER: Reading: supplementary reading; World of Work

PURPOSE: To develop reading comprehension, vocabulary skills, critical reading and study skills to approximately a 7.0 grade level while emphasizing social skills and attitudes in the areas of job opportunities and communication fields

ENTRY LEVEL: 7th-grade reading comprehension and vocabulary skills

READABILITY: Ranges from grade levels 6.0 to 7.0

READER ORIENTATION: Young and mature adults

FORMAT: Six consumable text-workbooks consisting of 144 structured daily lessons each self-contained on two facing pages. The lessons contain a reading selection followed by exercises that test comprehension.

FEEDBACK AND RECORD KEEPING: Student progress is evaluated by practice forms and comprehension exercises and a final exam for each text. Answers to the exercises and tests are in the teacher's guide.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Easily adapted to individualized or group instruction. Supervision is recommended.

TIME TO COMPLETE: 25 to 30 hours

VALIDATION: Not available

COST:

Complete Series	$ 7.72
"The Television You Watch"	.87
"The Phone Calls You Make"	.87
"The Newspaper You Read"	.87
"The Movies You See"	.87
"The Letters You Write"	.87
"The Language You Speak"	.87
Teacher's Guide	1.50

AVAILABILITY: Immediate from publisher

TITLE: **TURNER-LIVINGSTON READING SERIES**

PUBLISHER: Follett Educational Corp., 1010 W. Washington Blvd., Chicago, Ill. 60607

SUBJECT MATTER: Reading, Mathematics, World of Work, Consumer Education

PURPOSE: To achieve reading-comprehension, study, and arithmetic-computation skills on a 6.0 grade level while developing positive work-related social skills and attitudes

ENTRY LEVEL: 4th-grade level in reading and arithmetic-computation skills

READABILITY: Ranges from grade levels 4.0 to 6.0

READER ORIENTATION: Young adults who are not academically oriented

FORMAT: Six consumable text-workbooks composed of 138 structured daily lessons each self-contained on two facing pages. The lessons contain a reading selection followed by exercises. The corresponding teacher's guide for each text provides teaching suggestions and answers to exercises.

FEEDBACK AND RECORD KEEPING: The six booklets contain subject-related forms in addition to teacher-evaluated exercises to check comprehension of the material.

REMEDIATION: Exercises are designed to give students an understanding of the skills they should have mastered but did not.

FLEXIBILITY AND SUPERVISION: Easily adapted to supervised individual or group instruction

TIME TO COMPLETE: Approximately 80 to 140 hours

VALIDATION: Not available

COST:

Complete Series	$ 6.96
"The Money You Spend"	1.16
"The Town You Live In"	1.16
"The Jobs You Get"	1.16
"The Person You Are"	1.16
"The Family You Belong To"	1.16
Teacher's Guide (separate manual for each text; specify by title) (each)	1.16

AVAILABILITY: Immediate from publisher

TITLE: **MATHEMATICS FOR HOME AND BUSINESS**

PUBLISHER: General Learning Corp., Career Advancement Programs, 753 Fairfield Ave., Bridgeport, Conn. 06604

SUBJECT MATTER: Mathematics: basic computation skills related to consumer education

PURPOSE: To teach mathematical skills involving areas of measurement, management of money, installment buying, and income tax

.ENTRY LEVEL: 6th-grade reading level and knowledge of addition, subtraction, multiplication, and division of whole numbers, percents, fractions, and decimals

READABILITY: Grade level 6.0

READER ORIENTATION: Wage earners from low-income groups

FORMAT: One self-instructional, sequentially programmed book

FEEDBACK AND RECORD KEEPING: Student receives immediate verification of each response.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Designed for individual home use. Supervision not required.

TIME TO COMPLETE: Approximately 10 hours for the book

VALIDATION: Not available

COST:

"Mathematics for Home and Business"	$ 2.80

AVAILABILITY: Immediate from publisher

TITLE:	**ADULT BASIC COMMUNICATIONS**
PUBLISHER:	Ken Cook Transnational, 9929 W. Silver Spring Rd., Milwaukee, Wis. 53225
SUBJECT MATTER:	Language Arts: basic skills required for reading and writing; World of Work
PURPOSE:	To enable young adults lacking the fundamental understanding of basic reading to attain an "employability" communications level through individualized automated instruction
ENTRY LEVEL:	Illiteracy
READABILITY:	Not required
READER ORIENTATION:	Young and mature adults with multiethnic backgrounds
FORMAT:	Included with each of four separate units (comprising a total of 55 automated programs) are 100 sets of student workbooks and test books. The course is designed for use on the Mark VII S/R Automatic Sound-Slide Teaching Machine, an individualized, student-paced teaching machine using colored visuals and four-track audio to provide feedback appropriate to individual needs.
FEEDBACK AND RECORD KEEPING:	Immediate feedback with student-response feature on Teaching Machine. Intermediate progress tests enable regular self-evaluation. Each unit or series also offers a comprehensive review test for progress evaluation.
REMEDIATION:	The multiple student-response feature in the Mark VII S/R Teaching Machine provides specific correction and remedial treatment for several students simultaneously. The instructor's key to progress tests and the student key to the workbook suggest specific programs to be repeated if the student's progress is weak.
FLEXIBILITY AND SUPERVISION:	Student works at his own pace, with scheduling at the individual's convenience. Monitoring may be needed to check progress.
TIME TO COMPLETE:	110 hours for the program
VALIDATION:	Programs are field-tested through the educational facilities of the Wisconsin State Reformatory, Green Bay, under the auspices of the Wisconsin Division of Corrections.
COST:	Complete Course . . . . $7,830.00 Teaching Machine . . . . 995.00 Unit 1: Basic (27 programs) . . . . 4,060.00 Unit 2: Selecting a Trade (10 programs) . . . . 1,450.00 Unit 3: Full-Time Employment (10 programs) . . . . 1,450.00 Unit 4: Personal Business (8 programs) 1,160.00
AVAILABILITY:	Immediate from supplier

TITLE: **LEARNING SKILLS SERIES: ARITHMETIC**

PUBLISHER: McGraw-Hill Book Co., 330 W. 42nd St., New York, N.Y. 10036

SUBJECT MATTER: Mathematics: basic computation skills related to consumer education

PURPOSE: To develop skills in graphing, addition, subtraction, multiplication, and division, spending and budgeting money, and planning and preparing meals

ENTRY LEVEL: 3rd-grade level reading comprehension. Addition and subtraction of whole-number combinations to 10. Diagnostic tests are provided to help the teacher with the placement of each pupil.

READABILITY: Grade level 3.0

READER ORIENTATION: Young and mature adults

FORMAT: A series of four consumable text-workbooks designed to cope with individual levels of ability and provide for individualized instruction within a regular classroom setting. One teacher's manual, containing four diagnostic achievement tests, accompanies the series. Parallel text lessons are arranged so that all members of the class may participate in general discussion. They can then concentrate on skill problems in need of particular improvement.

FEEDBACK AND RECORD KEEPING: A set of exercises follows every lesson. Answers to the questions are contained in the teacher's manual.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Individualized instruction within a classroom setting. An instructor is necessary for providing individual guidance and to evaluate progress.

TIME TO COMPLETE: 15 to 25 hours for the series

VALIDATION: Not available

COST:

Book A: "Acquiring Arithmetic Skills"	$ 2.88
Book B: "Building Arithmetic Skills"	2.88
Book C: "Continuing Arithmetic Skills"	2.88
Book D: "Directing Arithmetic Skills"	2.88
Teacher's Manual	3.60

AVAILABILITY: Immediate from publisher

TITLE: **OPERATION ALPHABET**

PUBLISHER: Noble & Noble Publishers, Inc., 750 Third Ave., New York, N.Y. 10017

SUBJECT MATTER: Reading, Writing, World of Work

PURPOSE: To provide training in word recognition, structural analysis, phonics, writing practice, and vocabulary drill for illiterate adults through a 2.0 grade level

ENTRY LEVEL: Complete illiteracy with only a speaking knowledge of English

READABILITY: Ranges from grade levels 1.0 to 2.0

READER ORIENTATION: Young and mature adults

FORMAT: A series of illustrated lessons geared to the adult's daily needs, consisting of three basic, soft-cover lesson books and eight supplementary study books in hard or soft cover and two teacher's guides. See COST for complete description.

FEEDBACK AND RECORD KEEPING: An achievement test follows every lesson. The material learned in one lesson is reinforced in subsequent lessons.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Suitable for individual or group instruction, this program requires a teacher for the three basic texts. Study books can be used independently.

TIME TO COMPLETE: Approximately 150 hours for the series

VALIDATION: Case studies available from publisher

COST:

"Operation Alphabet 1"	$ 2.00
Teacher's Guide	2.00
"Operation Alphabet 2, Part One"	2.50
"Operation Alphabet 2, Part Two"	2.50
Teacher's Guide (for Parts One and Two)	2.00
"Write it Down" (handwriting book covering both manuscript and cursive forms) (paperback)	1.36
[A Teacher's Guide is provided free.]	
"Everyday English and Basic Word List for Adults" (contains more than 1000 essential words with numerous practice exercises) (paperback)	1.72
"From Words to Stories" (a basic text which gradually progresses in a framework of 147 words from simple sentences to simple stories; includes suggested lesson plans)	2.64
Paperback	2.12
"Live and Learn" (readings with exercises in a framework of 600 words)	3.32
Paperback	2.64
"How We Live" (easy readings with numerous exercises for adults with limited ability to read)	3.32
Paperback	2.64
"Your Family and Your Job" (intermediate text that builds the student's vocabulary while introducing him to increasingly complex story situations)	2.64
Paperback	2.12
"Write Your Own Letters" (simple course in writing business and social letters) (paperback)	1.08
"How to Become a U.S. Citizen" (latest information for adults seeking citizenship) (paperback)	1.32
"We Want You" (designed to help orient the high school or adult job seeker to an employer's needs and expectations) (paperback)	.75

AVAILABILITY: Immediate from publisher

TITLE: **HIGH SCHOOL EQUIVALENCY PREP PROGRAM**

PUBLISHER: Programs for Achievement in Reading, Inc., Abbott Park Pl., Providence, R.I. 02903

SUBJECT MATTER: Reading, English, Mathematics

PURPOSE: To prepare non-high school graduates to pass the G.E.D. examination

ENTRY LEVEL: 3rd-grade reading level

READABILITY: Ranges from grade levels 3.0 to 5.0. Program allows for individualized diagnosis.

READER ORIENTATION: Adults who have not completed a standard high school education

FORMAT: The program consists of "Powereading," Books 1 to 4 (see *Powereading*, Reading Section, under this publisher's name), a basic English-review text, a basic mathematics book, a test guide, and an instructor's manual. Practice with sample G.E.D. test questions is part of the program.

FEEDBACK AND RECORD KEEPING: The test guide contains a sample high school equivalency test for practice along with sample test questions in all five test areas. Answers to all the exercises are contained in the instructor's manual.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Designed for individual home study. An instructor should be assigned to monitor progress.

TIME TO COMPLETE: 75 to 90 hours

VALIDATION: Not available

COST: Complete Program (includes 7 consumable books, test guide, and instructor's manual) . . . . $ 17.00

AVAILABILITY: Immediate from publisher

TITLE: **NEW ROCHESTER OCCUPATIONAL READING SERIES**

PUBLISHER: Science Research Associates Inc., 259 E. Erie St., Chicago, Ill. 60611

SUBJECT MATTER: Reading, World of Work

PURPOSE: To master reading-comprehension and vocabulary skills at 3.0, 4.0, or 5.0 grade levels while gaining information about the world of work

ENTRY LEVEL:
Level 1: approximately 2nd grade
Level 2: approximately 3rd to 4th grades
Level 3: approximately 4th to 5th grades

READABILITY: Ranges from grade levels 2.0 to 5.0

READER ORIENTATION: Young and mature adults

FORMAT: Three hard-bound texts, five consumable exercise books, and a teacher's guide. Each text is on a different reading level; however, the content, sequence, and illustrations are the same for the three books. After students read a selection in the text appropriate to their individual reading level, the teacher conducts a class discussion in which students participate in suggested class activities and complete the comprehension and vocabulary exercises in the exercise book. The exercises deal with vocational and social skills commonly found in our society.

FEEDBACK AND RECORD KEEPING: Teacher-evaluated exercises provide achievement information.

REMEDIATION: Not specified

FLEXIBILITY AND SUPERVISION: Although the texts can be used on an individualized basis, they are best used with instructor guidance.

TIME TO COMPLETE: Approximately 30 to 40 hours for each text

VALIDATION: Not available

COST:

"The Job Ahead" (textbook for levels 1, 2, or 3)	$ 6.00
Exercise Books (set of 5 for levels 1, 2, or 3)	4.48
Teacher's Guide	1.72
Specimen Set (includes teacher's guide, 1 text at each level, 1 set of exercise books at each level)	32.80

AVAILABILITY: Immediate from publisher

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